



## Fall 2020 Admitted Master of Engineering Student Checklist

(including important dates and contacts)

### Congratulations on your admission to The Cooper Union!

We know this is a big decision and we want to assist you in taking all the necessary steps in joining the Cooper Community. Please carefully review the below information and do not hesitate to contact the Office of Admissions with any questions: 212-353-4120 or [admissions@cooper.edu](mailto:admissions@cooper.edu).

1. **Celebrate!** You got into The Cooper Union!
2. Please carefully review and complete all the following forms located on the Admitted Students page: [cooper.edu/admissions/apply/admitted-students/grad](http://cooper.edu/admissions/apply/admitted-students/grad).
3. Acceptance form and deposit deadline is May 22, 2020.  
Make your deposit through The Cooper Union online portal: <https://paygateway.cooper.edu/enrollment>.
4. Citizenship verification form is due May 22, 2020.
5. Complete health forms and provide proof of health insurance by Friday, June 5, 2020. You have until October to accept or decline health insurance provided through The Cooper Union, but you must decline if you do not want to be enrolled.
6. Submit proof of graduation by Wednesday, July 15, 2020.
7. Pay your tuition bill by Wednesday, August 5, 2020.
8. Orientation is August 25 – 30, 2020.
9. Attend your first day of class!

### Just to recap, please note these important dates

5/22/20: Acceptance form due  
5/22/20: Enrollment deposit due  
5/22/20: Citizenship verification form due  
6/5/20: Student health forms due  
7/15/20: Proof of graduation due  
8/5/20: Tuition bill due  
10/15/20: Deadline to waive health insurance

### Important Contacts

Associate Dean, Professor Lisa Shay, [lisa.shay@cooper.edu](mailto:lisa.shay@cooper.edu)  
Office of Admissions: 212-353-4120; [admissions@cooper.edu](mailto:admissions@cooper.edu)  
Office of Financial Aid: 212-353-4113; [financialaid@cooper.edu](mailto:financialaid@cooper.edu)  
Office of Student Affairs: 212-353-4116; [christopher.chamberlin@cooper.edu](mailto:christopher.chamberlin@cooper.edu)  
Housing & Residential Education: 212-353-4099; [ryan.gambino@cooper.edu](mailto:ryan.gambino@cooper.edu)  
International Student Advisement: 212-353-4192; [international@cooper.edu](mailto:international@cooper.edu)  
Deposit, Billing & Student Health Insurance: 212.353.4154 | 212.353.4396; [bursar@cooper.edu](mailto:bursar@cooper.edu)  
Registrar: 212-353-4125