

Procedures For Transfer Students Admitted via Regular Decision

All incoming students must follow the instructions below by the respective deadlines in order to reserve their place at The Cooper Union for the Advancement of Science and Art for Fall 2018. If you cannot comply with these regulations, please contact the Office of Admissions at 212-353-4120 or admissions@cooper.edu prior to **Tuesday, May 1, 2018**. When emailing our office regarding this matter, please put "REGULAR DECISION COMPLIANCE" in the email subject line.

Please mail deposit and any materials to: Cooper Union Office of Admissions
30 Cooper Square, 3rd Floor
New York, NY 10003

Tuesday, May 1, 2018:

- **A nonrefundable deposit for \$1,075.00.**
 - This deposit represents the student fee and lab materials fee for the fall semester.
- **[Regular Decision Acceptance/Decline of Acceptance Form](#)**
 - This form serves as your official acceptance or decline of acceptance of our offer of admission.
- **[Citizenship Status Verification Form](#)**
 - Please complete the Citizenship Status Verification Form and submit the appropriate documentation, i.e. copy of birth certificate, passport or permanent resident card (front and back).
- **Housing Application**
 - After receiving your deposit, we will send you an email regarding how to apply for Cooper Union on-campus housing for Fall 2018. Students are welcome to apply for housing after the May 1st deadline, but all applications received after May 1st will immediately be placed on the housing wait list.
 - Please contact Ryan Gambino, Residence Hall Director, at rgambino@cooper.edu with any housing-related questions. Additionally, please review our [Housing FAQ page](#) which includes a wide range of housing-related questions and concerns.

Sunday, July 1, 2018:

- **[Health Forms](#)**
 - You must send a record of a physical examination by your physician, including a record of your immunizations as well as the form regarding your meningitis status. Please Note: New York State requires proof of immunization from measles, mumps and rubella before starting as a Cooper Union student. In addition, you should complete the Disability Accommodations form, if applicable.
 - While completing the Health and Disability forms, students are encouraged to make contact with the Dean of Students, Chris Chamberlin, if they have specific questions about physical or mental health issues and/or disability accommodation services. Please email the Dean of Students at chamber@cooper.edu with any questions or concerns.

Monday, July 16, 2018:

- **Final Transcript(s)**
 - Send an official copy of your final transcript from your college(s), certifying your graduation and/or completion of college coursework.
 - **International Students:** All official transcripts must be translated into English with the date of graduation clearly indicated. An official transcript includes a signature from a school official and a school stamp/seal.

ALL FORMS AND ADDITIONAL INFORMATION CAN BE FOUND AT:
COOPER.EDU/ADMISSIONS/NEWSTUDENTS