



Office of the Registrar

**Maintenance of Matriculation Form**

CUNY policy requires Graduate students to be registered in the semester in which the degree is awarded.

Graduate students who have completed their program requirements prior to their graduation semester must be registered in a course **or** for maintenance of matriculation during their graduation semester. *Registration for maintenance of matriculation is required only for the graduation semester.*

Payment of the fee allows students to remain active and use the facilities (library, laboratories, etc.) of Queens College as a regularly registered student, and **the fee may not be waived.**

**All forms of PAYMENT should be sent directly to the Bursar's Office, Jefferson Hall, room 200.**

*In-state residents: \$210.00*

*Out-of state residents: \$345.00*

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I authorize the registration of Maintenance of Matriculation for the \_\_\_\_\_ 20\_\_\_\_ semester. I understand this carries a liability for the Maintenance fee, regardless of completion of the degree.

**Student's Name:** \_\_\_\_\_

**CUNY ID #:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Graduate Program:** \_\_\_\_\_ **QC Email Address:** \_\_\_\_\_

**Student's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please ONLY submit the Maintenance of Matriculation form to the Registrar's Office.**

<p><b>Return only the form by mail to:</b></p> <p>Queens College - Office of the Registrar Attn: Graduate Audit Unit 65-30 Kissena Blvd., JH Rm. 100, 1<sup>st</sup> Floor Queens, New York 11367-1597</p> <p>Tel. 718-997-4400</p>	<p><b>Return form in person to:</b></p> <p>Queens College- One Stop Service Center Located in the main Dining Hall Room 128</p> <p><b>Return form by fax to:</b></p> <p>718-997-4439</p>
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