



Office of the Registrar
Dining Hall, Room 128
registrar@qc.cuny.edu

MAINTENANCE OF MATRICULATION

Student Information	
CUNYfirst ID: _____	Phone: _____
First Name: _____	Last Name: _____
Graduate Program: _____	
Signature: _____	Date: _____

*Please note that any communication regarding this form will be sent to your QMail account.

Maintenance of Matriculation Fees

In-State Residents: \$225.00 USD Out-of-State Residents: \$370.00 USD

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 semester of graduation must be registered in a course **or** for Maintenance of Matriculation during their semester for graduation. Registration for Maintenance of Matriculation is only required for the semester in which you are planning on graduating. Payment of the fee allows students to remain active. In addition, it allows for the use of the college's facilities (library, laboratories, etc.) as regularly registered students. The fee may not be waived.

The completed form can be sent to the Registrar via email to registrar@qc.cuny.edu. Once the form has been processed you may pay through your CUNYfirst student center account. Once in your student center click on make a payment. When the Quickpay window opens click on view and pay account. Follow the instructions to complete the payment and submit.

Please initial here _____ to indicate you have read and understand the following:

I authorize the registration of Maintenance of Matriculation for the Fall Winter Spring Summer 20____ semester. I understand that this carries a liability for the respective fee as noted above, regardless of the completion of the degree.

If you have any questions or concerns regarding the submission of this form or its status, contact us at registrar@qc.cuny.edu

For Office Use Only	
Received by: _____	Date: _____ Notes: _____
Processed by: _____	Date: _____ Notes: _____