Next Steps
Middletown Campus - Shepard Student Center
Summer I (S1/14):  May 27 – July 3
Summer II (S2/14):  July 7 – Aug. 14

After meeting with an Advisor:

1. **Register for classes** - submit registration form to Student Services Central (SSC) - (Shepard, 3rd fl.).

2. **Review your schedule** - make sure you have the courses you wanted on the days, times, and campus location discussed.

3. **Pay the $50 non-refundable tuition deposit** - (SSC). This is required of all students every semester unless you are receiving Ch. 33 (at 100% rate) or Ch. 31 benefits from the Veterans Administration.

4. **Submit Certificate of Residence** within 30 days of start of semester (required annually) – (SSC).

5. **Submit final official GED, high school and/or college transcripts, and immunization records** (if partially cleared) - (SSC).

6. **Pay your tuition by May 12** or the day you register if after the due date - (SSC).

7. **If applying for Financial Aid** - (SSC):

   There are new regulations for summer financial aid. Refer to the Financial Aid Office web page (http://www.sunyorange.edu/financialaid/summer.shtml) to see how federal financial aid can be applied to your account.

8. **Get your student ID and parking pass** at the Information Desk, (Shepard, 2nd fl.). You will need to show your class schedule.

9. **Purchase Textbooks**: Textbook information can be found on Banner, the Bookstore web page (www.sunyorangebookstores.com), and at the Bookstore. Call 341-4815 for hours of operation.

**Deadline to withdraw for full refund of tuition** (fees are non-refundable):

   S1/14 – Fri., May 23 at 5:00 pm
   S2/14 – Thurs., July 3 at 5:00 pm

If your plans change, and you anticipate not attending any or all of your classes, it is your responsibility to fill out the necessary paperwork to withdraw from your classes in Middletown (Academic Advising, Shepard, 3rd fl.) or in Newburgh (Student Services Central, Kaplan 110). Please Note: Once the summer session begins, you are financially responsible for any registered classes **even if you do not attend**.
Next Steps
Newburgh Campus - Kaplan Hall
Summer I (S1/14): May 27 – July 3
Summer II (S2/14): July 7 – Aug. 14

After meeting with an Advisor:

1. **Register for classes** - submit registration form to Student Services Central (SSC - Kaplan 110).
2. **Review your schedule** - make sure you have the courses you wanted on the days, times, and campus location discussed.
3. **Pay the $50 non-refundable tuition deposit** - (SSC). This is required of all students every semester unless you are receiving Ch. 33 (at 100% rate) or Ch. 31 benefits from the Veterans Administration.
4. **Submit Certificate of Residence** within 30 days of start of semester (required annually) – (SSC).
5. **Submit final official GED, high school and/or college transcripts and immunization records** (if partially cleared) (SSC).
6. **Pay your tuition by May 12** or the day you register if after the due date - (SSC).
7. **If applying for Financial Aid** - (SSC):

   There are new regulations for summer financial aid. Refer to the Financial Aid Office web page (http://www.sunyorange.edu/financialaid/summer.shtml) to see how federal financial aid can be applied to your account.
8. **Get your student ID and parking pass** (Grand St. Lobby, Security Desk, KAP). You will need to show your class schedule.
9. **Purchase Textbooks**: Textbook information can be found on Banner, the Bookstore web page (www.sunyorangebookstores.com), and at the Bookstore. Call 341-4815 for hours of operation.

**Deadline to withdraw for full refund of tuition** (fees are non-refundable):
   S1/14 – Fri., May 23 at 5:00 pm
   S2/14 – Thurs., July 3 at 5:00 pm

If your plans change, and you anticipate not attending any or all of your classes, it is your responsibility to fill out the necessary paperwork to withdraw from your classes in Middletown (Academic Advising, Shepard, 3rd fl.) or in Newburgh (Student Services Central, Kaplan 110). **Please Note: Once the summer session begins, you are financially responsible for any registered classes even if you do not attend.**