

NEW YORK CITY COLLEGE OF TECHNOLOGY THE CITY UNIVERSITY OF NEW YORK 300 JAY STREET, BROOKLYN, NY 11201-1909

January 24, 2019

Dear Student:

Welcome to spring 2019 Semester.

This is to remind you that attending your classes is required for financial aid eligibility. It is important that you attend all your classes, especially during the first three weeks. Attendance certification for financial aid eligibility will be done during the first three weeks of classes.

## **Dropping of Classes**

If you drop your classes before the first day of classes (January 25, 2019 for spring 2019), those classes will not be included in the calculation of your enrollment status (full-time, part-time, three-quarter-time, etc.) or your eligibility for financial aid.

Please attend all your classes including your first scheduled day of classes.

Wishing you a successful semester.

Sincerely, Sandra Higgins Director of Financial Aid

Filename: attendance email to students spring 2019