

Professional Master's Application for Proration of Tuition

The following conditions must be met in order to be considered for prorated tuition. The student must:

- Be enrolled in nine or fewer credit hours;
- Be in the final semester of their degree program;
- Be in good academic standing with their graduate field or department;
- Clear holds that prevent registration by the end of the third week of classes;
- Have completed the residency requirements for their degree program;

College, graduate field, or department specific conditions, policies, and exceptions may apply.

Note: Master of Engineering students who were accepted into the early admit program must have completed at least one full-time semester as a Cornell graduate student. All other Master of Engineering students must have been enrolled for at least two full-time semesters at Cornell as a graduate student.

This application must be submitted no later than the end of the third week of classes in the same semester in which proration is requested. Applications received after that time will not be considered.

Students cannot exceed the number of credits approved or full time tuition will be charged. No refund will be allowed if the student takes fewer than the approved number of credits.

Approval of the student's Director of Graduate Studies, Program Director (or designee), and the college registrar is required for all requests. Approval is conditional until grades are finalized for the semester immediately preceding the semester for which prorated tuition is requested. If final grades indicate more than the approved number of credits is required for graduation, the application to prorate tuition must be reconsidered. In the case where graduation requirements are not met during the semester of prorated tuition, full tuition will be charged for subsequent study at Cornell during the fall or spring semesters.

All applicants for prorated tuition should be aware of the possible impact that this enrollment status may have on student loans, scholarships, health insurance, or other considerations. It is the responsibility of the student to resolve these situations prior to submitting this application.

For each credit hour taken, the student will be charged one-twelfth of the full tuition for the semester.

Cornell University

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Prorated Term: _____

Name: _____
Last First Middle

Cornell ID #: _____ (e.g., 1234567) Cornell NetID: _____ (e.g., abc123)

Graduate Field/Department: _____ Degree Program: _____

Student Loans/Financial Aid: YES NO

International Student: YES NO

4- or 5-digit Class ID Number	Course (e.g., AEM6660)	Course Title	Credit Hours	Instructor
Total Credit Hours				

I understand and agree to the above conditions for prorated tuition.

Student

Date

Approvals

Director of Graduate Studies, Program Director, or designee

Date

College Registrar

Date