



A non-refundable Commitment Deposit of \$100.00 is required for all newly admitted CUNY accepted applicants (see exemptions below). This deposit will ensure that a seat is held for you in the upcoming semester and will also ensure that you receive priority treatment during the registration process.

**Once you register for classes, the deposit will be applied towards the first semester tuition charges, and it is not an additional fee.** Those who do not submit the deposit will not be allowed to participate in any early registration activities, and due to the high volume of applicants may miss the opportunity to join us for the upcoming term.

### **Payment Process**

**By Mail:** Mail this form along with your payment) your non-refundable \$100 commitment deposit (check or money order only, NO CASH) to

Medgar Evers College  
Office of the Bursar  
1637 Bedford Avenue, Room S-308  
Brooklyn, NY 11225

as soon as possible so that you may continue the enrollment process. You may be eligible for a waiver of the commitment deposit. Please read below for further details.

**\*\*Please cut out this form and include in the envelope. Also, please write your name and date of birth (MM/DD/YYYY) on the check or money order. \*\***

Print Name \_\_\_\_\_  
Last 4 digits of Social Security # \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Home Address \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_, State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

(Please print clearly)

**In person:** Bring cash, check, or money order to the Bursar's Office on the 3<sup>rd</sup> floor at the above address. Please write your name and date of birth on the check or money order.

### **Commitment Deposit Waiver Eligibility**

If you fall under any of the categories listed below, you may be exempt from paying the commitment deposit. You do not have to submit a written request for a waiver. The deposit will be waived automatically based on the information on file.

- SEEK
- ASAP
- Veterans
  - Please bring your Discharge document (DD-214); and
  - Veteran Affairs Certificate of Eligibility or National Guard/Reserves Letter of Understanding, to the Medgar Evers College Veteran Certifying Official (VCO), Mr. Hamilton Raymond, in the Office of Admissions & Recruitment—located at 1637 Bedford Avenue, room 120. The VCO will provide you with a Veteran Commitment Waiver Eligibility Letter. Please present the ~~Veteran Commitment Waiver Eligibility Letter~~ to the Bursar's Office (Room S-308) for the waiver to be applied. For further information, email [mecvets@mec.cuny.edu](mailto:mecvets@mec.cuny.edu).
- Readmits
- Students with Financial Aid Estimated Family Contributions (EFC) of \$0-\$3000
  - bring the printed FAFSA confirmation page to the Bursar's Office (Room S-308) for the waiver to be applied; OR
  - email your FAFSA Confirmation page showing an Expected Family Contribution (EFC) of \$3,000 or less to the Bursar's Office Email ([Bursar@mec.cuny.edu](mailto:Bursar@mec.cuny.edu)).
- Non-Degree Students
- Senior citizens (60 and older)