



Office of Student Financial Assistance
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MEMORANDUM

TO: Campus Directors of Financial Aid
Campus Bursar Managers
Campus Registrars
University Enrollment Managers

FROM: James Murphy, University Associate Dean for Enrollment

RE: New York State Tuition Assistance Program and Declared Minors.

The City University of New York's mission is committed to providing all students with access to a rigorous undergraduate education and ensuring a successful academic experience. A CUNY program of study is a sum of its parts and is viewed holistically.

Students are encouraged to expand their knowledge into areas of interest for their academic enrichment and many do so by declaring a minor. Those who do declare a minor are expected to fulfill the minor requirements that are in effect at the time the minor is officially declared.

Therefore, a student matriculated in an approved program of study may include both declared majors and minors.

Credit hours taken to satisfy minor requirements may be counted as applicable in determining a student's enrollment status for purposes of certifying TAP awards.

Additional guidance regarding an approved program of study may be found below.

"To be eligible for any state-sponsored scholarship or award, a student must be enrolled in an approved program of study. An approved program is one registered by the New York State Education Department or, where applicable, by the New York State Department of Health, as of the start of the term for which assistance is sought. The program must be specifically approved as eligible for state awards."

HESC: http://www.hesc.ny.gov/content.nsf/CA/Chapter_3_Student_Information

Lists of approved programs are provided by the New York State Education Department on its Inventory of Registered Programs. <http://www.nysed.gov/heds/IRPSL1.html>

HESC: http://www.hesc.ny.gov/content.nsf/CA/Chapter_3_Student_Information

Cc: University Registrar, Annamarie Bianco
University Director of Financial Aid Management, Alice Murphey
Director of SFA Operations, Tania Degen
Central Office of Student Financial Assistance