ENROLLING AT PRATT

I. Enrollment and housing deposits are due by:

   **New Freshman (High School Applicants):** May 1 for fall entrance and December 1 for spring entrance or two weeks after acceptance, whichever is later.
   **New Transfer Students:** May 1 for fall entrance and December 1 for spring entrance or two weeks after acceptance, whichever is later.
   **New Graduate Students:** April 15 for fall entrance and December 1 for spring entrance or two weeks after acceptance, whichever is later.

II. Submit your $500 freshman or transfer enrollment deposit or $500 graduate student enrollment deposit and, if you wish to live on campus, submit your $300 housing deposit at payments.pratt.edu. You must first submit one and then go back and submit the other. You will need your Pratt ID (included on your acceptance letter and email) and your birth date. Please check your acceptance letter to make sure you are accepted to the correct major, and make sure you indicate the correct major code on the deposit form. You will receive a confirmation immediately, and your deposits will be expedited so that you receive the next set of materials for enrolled students, as well as your OneKey login (and for international students, the instructions for the I-20). Residence costs are located in the Housing Options documents in this guide for undergraduates and online on the Deposited Student Page for graduate students.

III. If you are unable to submit online, you may use the enrollment/housing deposit form in the undergraduate packet (or for graduates, the graduate accepted students page: https://www.pratt.edu/admissions/applying/applying-graduate/accepted-students/). You can complete the form with your credit card number, scan it, and email it to Chris Paisley at cpaisley@pratt.edu.

**International students in Foreign Countries:** you may use Pratt’s Wire Transfer Process (Flywire) at https://www.pratt.edu/student-life/student-services/services-financial-aid/payments/. Make sure after you submit your wire transfer that you email Chris Paisley at cpaisley@pratt.edu with a scanned copy of the completed deposit form in this packet to let him know you submitted it.

**Note:** The enrollment deposit is nonrefundable from the time it is submitted. Failure to enroll for the admitted term will result in forfeiture of the deposit. The enrollment deposit and the housing deposit must be submitted together. The housing deposit is nonrefundable after May 1.

DEPOSITING FOR HOUSING

**New First-Year Freshmen**
The deadline for submission of the housing deposit is May 1 for fall and December 1 for spring. This coincides with the deadlines to make the tuition deposit. It is strongly recommended that the Admissions Office receives both the tuition deposit and housing deposit ($500) by the date indicated. The room assignment process for new first-year students begins in late May and is finalized in early July. New first-year students who are accepted late must submit deposits within two weeks of the date on their acceptance letter. All efforts are made to guarantee housing for all new freshman applicants, but deposits received after July 1 will be waitlisted and assigned only if and when space becomes available. Students whose requests cannot be guaranteed for any reason will be contacted immediately. At all times, students may make use of the variety of off-campus resources to help in identifying off-campus alternatives. Off-campus resources can be found at www.pratt.edu/student-life/student-affairs/campus-housing/off-campus-housing.
New Transfer Students
The Admissions Office must receive the tuition deposit and housing deposit ($500) by May 1 or two weeks after the date on the acceptance letter, whichever is later. Students will be provided with housing as long as space permits. The assignment process for new transfer students begins after June 1 and continues as space becomes available. Once the assignment process begins, the student will be contacted as to whether their request can be met. If requests cannot be met, students will be waitlisted and assigned only if and when space becomes available. Historically, new transfer students who deposit before June 1 have been housed. However, there is no guarantee, and depositing early makes being assigned more likely. Unless assigned, a student’s housing deposit is fully refundable. At all times, students may make use of the variety of off-campus resources to help in identifying off-campus alternatives. Off-campus housing resources can be found at https://www.pratt.edu/student-life/student-affairs/campus-housing/off-campus-housing/.

New Graduate Students
The Admissions Office must receive the tuition deposit ($500) and housing deposit ($300) by April 15 or two weeks after the date on the acceptance letter, whichever is later. Students will be offered an assigned space on campus, if available. The assignment process for new graduate students begins after June 1. Once the assignment process begins, the student will be contacted as to whether their request can be met. If requests cannot be met, students will be placed on a waitlist and assigned only if and when space becomes available. Unless assigned, a student’s housing deposit is fully refundable. At all times, students may make use of the variety of off-campus resources to help in identifying off-campus alternatives. Off-campus housing resources can be found at https://www.pratt.edu/student-life/student-affairs/campus-housing/off-campus-housing/.

ASSIGNMENT POLICY
Students will be assigned rooms based on their stated preferences. The order of assignments will be determined by the date of original Housing Deposit submission. The date of completing the preference phase of the process will have no bearing on assignment order. However, students who do not complete the preference phase of the process will not be assigned and will face having their request cancelled and/or be waitlisted for housing. Specific requests for buildings, room types, etc. cannot be guaranteed and if none of the preferred room types or preferences are available, Residential Life and Housing will automatically make an assignment to a room type that is available. Students who deposit for housing early will have a greater chance of having their preferences met than those who deposit for housing late. New transfer and new graduate applicants will also be assigned, when space is available, based on deposit date.

New first-year assignments will be sent to the student’s Pratt email account on or around July 1. New graduates and new transfer assignments will be made weekly starting after June 1 and when space is available. For all student groups, assignments will continue to be made throughout the summer.

If a student is making a housing or dining request outside the stated assignment policy, application for such must be made to the Learning/Access Center (L/AC). Special Housing and Dining Request packets are available from the L/AC.

Note: To receive a room assignment, a student must be a full-time registered student at Pratt Institute. A student who will be enrolled less than full-time due to thesis work, or another institutionally sponsored reason, will need a statement of explanation sent from his or her department chair or another Institute official to Residential Life and Housing.