

Dear Student:

Please note that you are only required to attend an exit interview if you are in your final semester at Rutgers University, or if you do not plan to return to Rutgers for at least 6 credits during the Fall semester. **If you are returning for at least 6 credits in the Fall, it is imperative that you inform us immediately so that your university records won't be placed on hold.** You can notify us by returning the bottom portion of this letter. You may also email the information below to: sfsadmin@rci.rutgers.edu.

Thank you for your cooperation.

Sincerely,
Ellen Harris-Small

Ellen Harris-Small
Assistant Manager, Office of Student Billing and Collections

PLEASE DETACH AND RETURN

I certify that I will not be leaving Rutgers, The State University of New Jersey at this time. I will register for _____ credit hours (at least 6) and my expected graduation date is _____.

NAME STUDENT ID # SCHOOL

ADDRESS CITY STATE ZIP

SIGNATURE DATE

**** You may also e-mail this information to: sfsadmin@rci.rutgers.edu. Make sure you include all of the above information.**

**Or send your response to : Rutgers, The State University of New Jersey
Student Accounting Services, ASB Room 310
65 Davidson Rd
Piscataway, NJ 08854**