



New York University
A private university in the public service
 Office of University Programs
 Telephone: (212) 998-2292

NYU Summer High School Programs Overnight & Weekend Leave Request

Residential students are *not* allowed to be away overnight or on weekends. Absence from their program can negatively impact a student's experience. In the case of **extenuating circumstances or emergencies**, the parent/guardian on record for the student may submit this form as directed below. Requests must come from parents/guardians; requests received from students will be denied.

Requests must be submitted at least 48 hours in advance of the leave and no later than 12:00 p.m. on Fridays for leaves during the weekend. The form must be emailed as an attachment to the below address corresponding to your summer program. Once the form is received and processed, the student will receive an email confirming permission to leave.

NYU Precollege, Summer Art Intensive, CREATE Lab Coding for Game Design, NYU GSTEM & Tandon Engineering programs send request to: summer.precollege@nyu.edu
 SPS Summer High School Academy, send request to: sps.hsacademy@nyu.edu
 Steinhardt MPAP Summer Workshops, send request to: MPAP.summer@nyu.edu
 Tisch Summer High School & Tisch Future Artists, send request to: tisch.highschool@nyu.edu

Students cannot leave campus before 7:00 a.m. on the day of departure, and they must return to their residence hall by curfew on the day of their return (11:00 p.m. Sunday-Thursday, 12:00 a.m. Friday-Saturday). The overnight form is not intended as a means to stay out after curfew, and students cannot be on the NYU campus while on leave.

STUDENT INFORMATION (Please print clearly)

Name of student: _____

Email: _____ Residence Hall/Room# _____

Program Name: _____ Phone number: _____

Name of overnight host: _____ Relation to student: _____

Address & phone number where student will be staying: _____

Reason for leaving campus: _____

Date and time of departure: _____ Date and time of return: _____

PARENT INFORMATION (must be parent/guardian on record for student)

Parent or guardian authorizing permission (please print): _____

Home phone: _____ Alternate phone: _____

Signature: _____ Date: _____