



Assistant Commissioner – Office of Quality Assurance
Office of Higher Education
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September 27, 2006

Dear Students of Taylor Business Institute:

I am writing to provide you with important information on the status of Taylor Business Institute. On September 26, 2006, the New York State Education Department directed Taylor Business Institute to cease operations at the end of the fall 2006 term in January 2007. This action resulted from the failure of the Taylor administration to comply with the academic standards in the Regulations of the Commissioner of Education, and was taken to protect the best interests of students enrolled at Taylor. Enclosed is the Department's letter to the President of Taylor Business Institute detailing the closure procedures.

We do not want to see your education interrupted. As described below, we are bringing together other colleges to help you complete your educational program.

(1) Continuation of study at Taylor Business Institute

- Continuing students enrolled for the fall 2006 term, who were also enrolled for previous terms, will be able to complete that term at Taylor if they so elect. However, if your degree program is not completed by the end of the fall term, you will need to transfer to another institution to continue study toward a degree.

(2) Transfer to another degree-granting institution

- New students who are scheduled to start their education program at Taylor in October 2006 must now seek another educational institution for study toward a degree.

We are also working with other colleges in the New York City Region that offer programs in areas related to those offered by Taylor to enable you to transfer with the loss of as little credit as possible. This will include a College Transfer Fair which will be held on **Wednesday, October 18, 2006** from **2:00 p.m. to 7:00 p.m.** at:

**CUNY Graduate School and University Center
365 Fifth Avenue
New York, NY 10016**

[Click here for directions](#)

The College Transfer Fair will give you an opportunity to meet with representatives of these colleges. Representatives of the New York State Higher Education Services Corporation (HESC) and the United States Department of Education (USDE) are scheduled to be at this session to assist you with questions related to State (Tuition Assistance Program) and federal (Pell) grant awards.

If you cannot attend the October 18th event, but would like to continue to receive information, you may contact the Office of College and University Evaluation at (518) 474-3896, or via E-mail at taylorinfo@mail.nysed.gov.

A web page has been set up at www.highered.nysed.gov/ocue/taylorstudentinfo.htm to provide you and other Taylor students with ongoing information on assistance available to help you transfer to another college.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph P. Frey". The signature is fluid and cursive, with a long horizontal stroke at the end.

Joseph P. Frey

[Enclosure](#)

cc: Johanna Duncan-Poitier
Barbara D. Meinert

