



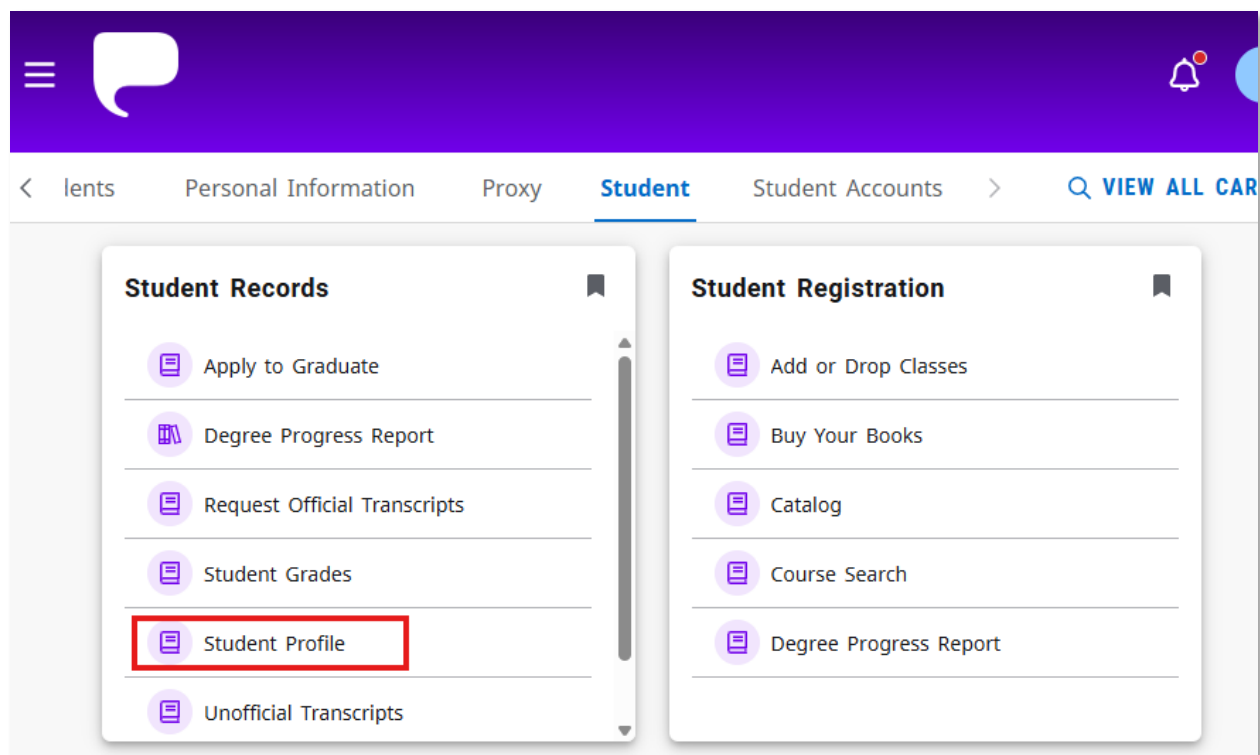
## Holds

### Introduction

Holds are put on student accounts to restrict them from certain processes until an outstanding obligation to the school is fulfilled, monetary or otherwise. Holds can come from a number of different sources, including charges for unreturned keys or equipment, library fines, parking tickets issued on campus, or outstanding tuition balances. Holds will also be placed on student accounts if they are on a leave of absence, disciplinary suspension, or have been dismissed from the college or have persona-non-grata status. Additionally, holds may be placed on student accounts if they are missing paperwork, such as a final high school transcript or required immunization records. The College may place a hold on any student's account for any reason. Students should check their account for holds regularly, especially before the advising and registration period or before requesting a transcript.

### Checking for Holds

1. Go to [www.purchase.edu/current-students/](http://www.purchase.edu/current-students/)
2. Under Quick Links, select **MyHeliotrope** and login with your Purchase College ID and password
3. Go to **Student**
4. Go to **Student Profile**.





# my Heliotrope User Guide

## Holds

5. Click on **Holds** in the top right corner of your student profile. The number of holds on your account will be indicated here.

Student Profile - Student1

Term: Fall 2025 | Standing: Good Standing, as of Spring 2020 | Overall Hours: 4 | Overall GPA: 4.00 | Registration Notices: 4 | Holds: 1

**Bio Information**  
Email: [redacted]  
Phone: [redacted]  
Gender: Not Provided  
Emergency Contact: [redacted]  
Emergency Phone: [redacted]

**General Information**  
Level: Undergraduate  
Class: Freshman  
Status: Active  
Student Type: Continuing  
Residency: In State  
Campus: Not Provided  
First Term Attended: Fall 2024  
Matriculated Term: Spring 2017  
Last Term Attended: Fall 2024  
Leave of Absence: Not Provided

**Graduation Information**  
Graduation Applications: None

**Advisors**  
Primary / Major Advisor

**CURRICULUM, HOURS & GPA**  
Primary | Secondary | Hours & GPA

Degree: Bachelor of Arts  
Study Path: Not Provided  
Level: Undergraduate  
Program: Bachelor of Arts  
College: Purchase College  
Major: Arts Management  
Department: Arts Management  
Concentration: Not Provided  
Minor: History  
Concentration: Not Provided  
Admit Type: Standard  
Admit Term: Summer 2014  
Catalog Term: Spring 2024

**REGISTERED COURSES**  
Not Registered

Total Hours | Registered Hours: 0 | Billing Hours: 0 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 20

6. Click on the down arrow to view your hold details.

Registration Notices: 4 | Holds: 1

**Student Financial Services**

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**Originator:** This refers to the office on campus that enforces the hold. This is the office you must contact to have the hold removed. The campus extension will be listed here.

**From Date:** This is the date the hold was posted to your account.

**To Date:** This is the date the hold will expire.

**Reason:** This describes why the hold was placed on your account.

Registration Notices: 4 | Holds: 1

**Student Financial Services**

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**Originator:** Student Financial Svcs x6080  
**From Date:** 02/05/2025  
**To Date:** 12/31/2099  
**Reason:** \$100 or less Balance Restrict

## Clearing Holds

To clear a hold on your account, you must contact the office listed as the originator at the given campus extension. Dial (914)251- followed by the provided 4-digit campus extension.