

How to Apply for Graduation with CUNYfirst

Step 1: Log in to your CUNYfirst account at <https://home.cunyfirst.cuny.edu>

CUNYfirst
Fully Integrated Resources & Services Tool

CUNY The City University of New York



CUNYfirst is The City University of New York's fully integrated resources and services tool, using the latest technology to serve our students, faculty and staff.

Signing on to CUNYfirst - from anywhere, anytime - will allow students to manage their academic careers and financial accounts in real time and more. It will give faculty additional tools to enhance their interaction with students. It is also designed to give staff access to powerful processes that connect with the finance, student administration and human resources functions necessary to operating the nation's largest urban university.

Sign In

Username

Password

Log In

[Forgot Your Password?](#) | [Change Password](#) | [First Time Users](#)

Note: Users of this system must use their individually assigned user ID. Sharing of user IDs and passwords is prohibited by CUNY's Security Policies & Procedures (security.cuny.edu).

All users who access their accounts at college workstations and kiosks should remember to log out of CUNYfirst at the end of their sessions to ensure their accounts are securely closed.

How to Apply for Graduation with CUNYfirst

Step 2: Navigate to Self-Service >> Student Center

Step 3: Locate the drop-down menu to the left of your class schedule, it will be labeled “Other Academics”, click on it

Step 4: Choose the item “Apply for Graduation” and then click on the circle to the right to proceed forward

ID:

Student Center

Academics

[Search](#)
[Plan](#)
[Enroll](#)
[My Academics](#)

other academic... ▾ >>

- Academic Planner
- Apply for Graduation**
- Class Schedule
- Course History
- Enrollment Verification
- Enrollment: Add
- Enrollment: Drop
- Enrollment: Edit
- Enrollment: Swap
- Exam Schedule
- Grades
- Transcript: View Unofficial
- Transfer Credit: Report
- other academic...

This Week's Schedule

	Class	Schedule
3*		
3*		
3*		
3*		

weekly schedule ▶
enrollment shopping cart ▶

SEARCH FOR CLASSES

Holds

details ▶

To Do List

No To Do's.

Enrollment Dates

Enrollment Appointment

details ▶

Advisor

Program Advisor

None Assigned

My Account

[Account Inquiry](#)

*Institution John Jay College ▾

Account Summary

other financial... ▾ >>

Financial Aid

[View Financial Aid](#)
[Accept/Decline Awards](#)
[Direct Loan Processing Form](#)
[Supplement Form](#)

How to Apply for Graduation with CUNYfirst

Step 5: Ensure you are applying for the correct program of study

Step 6: From the drop-down menu, select from the available terms you wish to apply for. Students can only select one term and only from what is shown

Step 7: Click on continue

go to ... 

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

Apply for Graduation

Select Graduation Term

The academic program listed below was selected to apply for graduation. If this is not correct, return to the previous page and select a different academic program.


Select a valid term to apply for graduation by selecting a value from the dropdown. Only terms in which you are able to apply for graduation will be displayed.

Program: Undergraduate

John Jay College | Undergraduate

Degree: Bachelor of Arts
Major:
Minor:

Expected Graduation Term

2014 Fall Term 

2014 Fall Term
2014 Summer Term
select term ...

[SELECT DIFFERENT PROGRAM](#) [CONTINUE](#)

How to Apply for Graduation with CUNYfirst

Step 8: Click on “Submit Application” to send your graduation application to the Registrar’s Office

go to ... ▾ »

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

Apply for Graduation

Verify Graduation Data

Program: Undergraduate	
John Jay College Undergraduate	
Degree: Bachelor of Arts	
Major:	
Minor:	
Expected Graduation Term	2014 Fall Term

[SELECT DIFFERENT PROGRAM](#)

[SUBMIT APPLICATION](#)

[SELECT DIFFERENT TERM](#)

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

go to ... ▾ »

go to ... ▾ »

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

Apply for Graduation

Submit Confirmation

✓ You have successfully applied for graduation.

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

go to ... ▾ »