Registering for Courses
full video available here: [https://youtu.be/8SW0di_NCF0](https://youtu.be/8SW0di_NCF0)

Do not access CUNYFirst using a mobile app. Ensure pop up blockers are disabled

Log into your CUNYFirst account ([www.cunyfirst.cuny.edu](http://www.cunyfirst.cuny.edu))

Select schedule builder

Choose the term in which you want to search for classes.

Use the filter option if you are looking for online/in person or hybrid courses etc.
Then search for the class by entering the subject area, class #, class title or instructor.

Schedule builder will create a schedule based on the combination of courses & term selected.
Class detail is available by clicking the arrow to expand course info

You can filter for your courses to be in the same session/semester by selecting the session for each course.
Schedule Builder will generate a new schedule based on the updates made to the session/semester selections.

You can further your filter results by selecting the filter option.

The class details slider option provides more information about a class such as available seats, class location & instructor.
You can choose to block out times you do not wish to be in class by selecting a time slot and dragging to a designated time – or, select the filter option to indicate specific needs.

*Schedule builder will automatically move all classes out of that time slot if able to create a new schedule view.*

Once you have chosen a class that works for your schedule, pin the class by clicking on it
Schedule builder will create the schedule by further reducing the available options.

Once you are satisfied with the schedule, click on “Get this schedule”
Ensure the ‘enroll’ option is indicated next to each course

<table>
<thead>
<tr>
<th>Class</th>
<th>Action</th>
<th>Options</th>
<th>Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSH 102</td>
<td></td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>LEC 1736</td>
<td>Enroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELS 101</td>
<td></td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>LEC 0426</td>
<td>Enroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SSA 100</td>
<td></td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>LEC 1780</td>
<td>Enroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HSS 101</td>
<td></td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

Then select ‘Do Actions’

Your schedule is complete!