



How to Guide for Students

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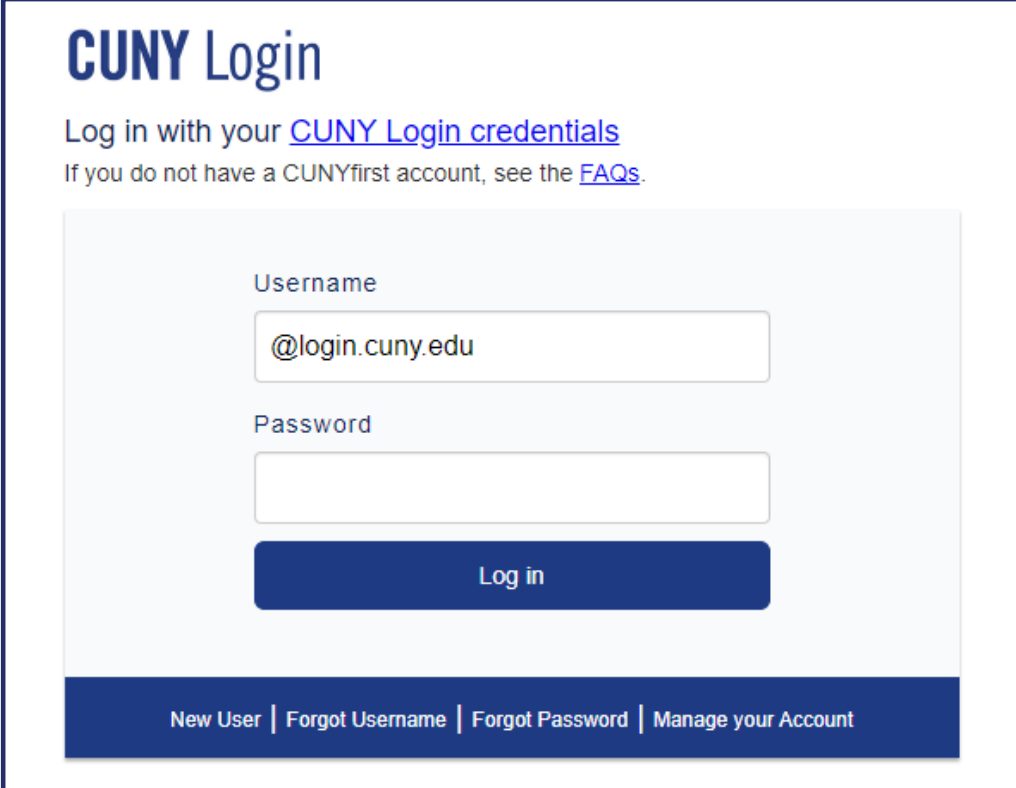
What is Schedule Builder?

Schedule Builder is a visual tool designed for students to explore, plan and build their class schedule for the upcoming semester. With this tool, students can arrange selected courses into a conflict-free timetable grid, making it easier to see what available options best fits into their personal and academic lives.

How to Access **Schedule Builder**

01 | Go to the following link into your browser: home.cunyfirst.cuny.edu

02 | Log into CUNYfirst using your credentials and proceed Student Center.

A screenshot of the CUNY Login page. The page has a white background with a dark blue header area. The text "CUNY Login" is in a large, bold, dark blue font. Below it, in a smaller dark blue font, is "Log in with your [CUNY Login credentials](#)". Underneath that, in an even smaller dark blue font, is "If you do not have a CUNYfirst account, see the [FAQs](#)." The main login area is a light gray rectangle containing two input fields. The first is labeled "Username" and contains the text "@login.cuny.edu". The second is labeled "Password" and is empty. Below the password field is a dark blue button with the text "Log in" in white. At the bottom of the light gray area is a dark blue bar with white text links: "New User | Forgot Username | Forgot Password | Manage your Account".

CUNY Login

Log in with your [CUNY Login credentials](#)

If you do not have a CUNYfirst account, see the [FAQs](#).

Username

@login.cuny.edu

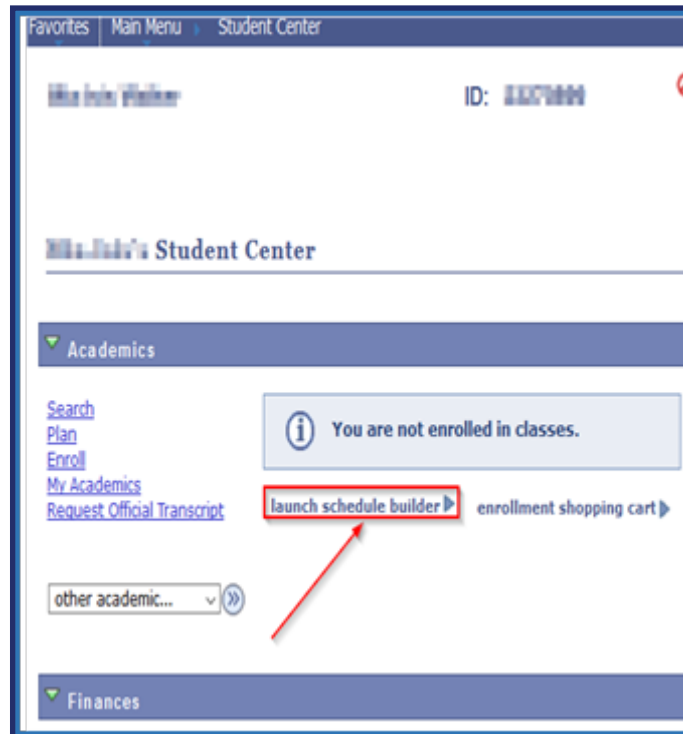
Password

Log in

[New User](#) | [Forgot Username](#) | [Forgot Password](#) | [Manage your Account](#)

03 | Click the “**Launch Schedule Builder**” link under the Academics Tab, to access the application.

*Be sure to allow pop-ups in browser



How to Use Schedule Builder

- 01 | Once the application opens select the term in which you would like to search for classes.

WELCOME

This software will help you find an optimal schedule for the student you are advising.

Select a Term you wish to Enroll for:

2020 Fall

i Not available to the student you are advising since December 20, 2020

i Not available to the student you are advising since December 13, 2020

Open Enrollment Date:

Regular Academic Session Mar 31, 2020

Open Enrollment Dates:

Pre-College Programs Session Apr 20, 2020

Regular Academic Session Apr 17, 2020

2021 Spring

Enrollment Appointments:

- Eight Week - Second Session Feb 5, 2021 11:15pm to Mar 29, 2021 11:59pm
- Winter Session Oct 12, 2020 2:00am to Jan 6, 2021 11:59pm
- Regular Academic Session Oct 12, 2020 12:00am to Feb 18, 2021 11:59pm

Open Enrollment Dates:

Eight Week - Second Session Mar 30, 2021

Winter Session Jan 7, 2021

Pre-College Programs Session Feb 19, 2020

Regular Academic Session Feb 19, 2021

Open Enrollment Dates:

Pre-College Programs Session Nov 23, 2020

Regular Academic Session Nov 21, 2020

Winter Session Nov 11, 2020

03 | By default your home college is pre-selected. Next, choose your preferred instruction mode for your classes. Once finished, you can begin to search for classes.

SELECT COURSES

Colleges: Borough of Manhattan CC (1/26)

☐ Baruch College

☒ Borough of Manhattan CC

☐ Bronx CC

☐ Brooklyn College

☐ City College

☐ College of Staten Island

☐ Graduate Center

☐ Guttman CC

☐ Hostos CC

☐ Hunter College

☐ John Jay College

☐ Kingsborough CC

☐ LaGuardia CC

☐ Lehman College

☐ Macaulay Honors College

☐ Medgar Evers College

☐ NYC College of Technology

☐ Queens College

☐ Queensborough CC

☐ School of Journalism

☐ School of Labor&Urban Studies

☐ School of Law

☐ School of Medicine

☐ School of Professional Studies

☐ School of Public Health

☐ York College

SELECT ALL

SELECT NONE

CLOSE

Instruction Modes: All

☒ In Person

☒ Online

☒ Hybrid

SELECT ALL

SELECT NONE

CLOSE

Begin typing a course code or name that you would like to take.

Example: **ACCT 230**, or **BIO 201**

Select Course...

Advanced Search

Import My DegreeWorks:

PLAN

WORKSHEET(2)

How to Search

- 01 | In the **Select Course** field, type the course number, subject name, title or instructor's name.

SELECT COURSES

Colleges: College of Staten Island × (1/26)

Instruction Modes: All

Begin typing a course code or name that you would like to take.
Example: **acco 230**, or **biol 201**

Select Course

ENG 151

Advanced Search 🔍

ENG 10
Developmental Reading for Non-Native Speakers of English

ENG 111
Introduction to College Writing

ENG 151
College Writing


ENG 37
Writing for Non-Native Speakers of English

ENG 39
Reading for Non-Native Speakers of English

ENG 505
Integrated Reading and Writing (Co-Remediation for ENG 111)

02 | Use the Advanced Search feature for more search options. Easily search for classes by making or combining selections to adjust your search criteria, such as your academic career, course attribute or preferred session.

Advanced Course Search

Selected colleges only (1) 

Academic Career: Undergraduate ▼

Course Subject: Chemistry ▼

Course Attribute: College Option ▼

Course Attribute Value: QC Science ▼

Requirement Designation: ▼

Session: 2021 Spring - Regular Academ ▼

Keywords: Class Number, Title, Instruct

SEARCH

☒ **CHEM 1011**
Basic Chemistry Laboratory


☒ **CHEM 1013**
Basic Chemistry

☐ **CHEM 1021**
Basic Organic Chemistry Laboratory

☐ **CHEM 1023**
Basic Organic Chemistry

☐ **CHEM 1031**
Basic Biochemistry Laboratory

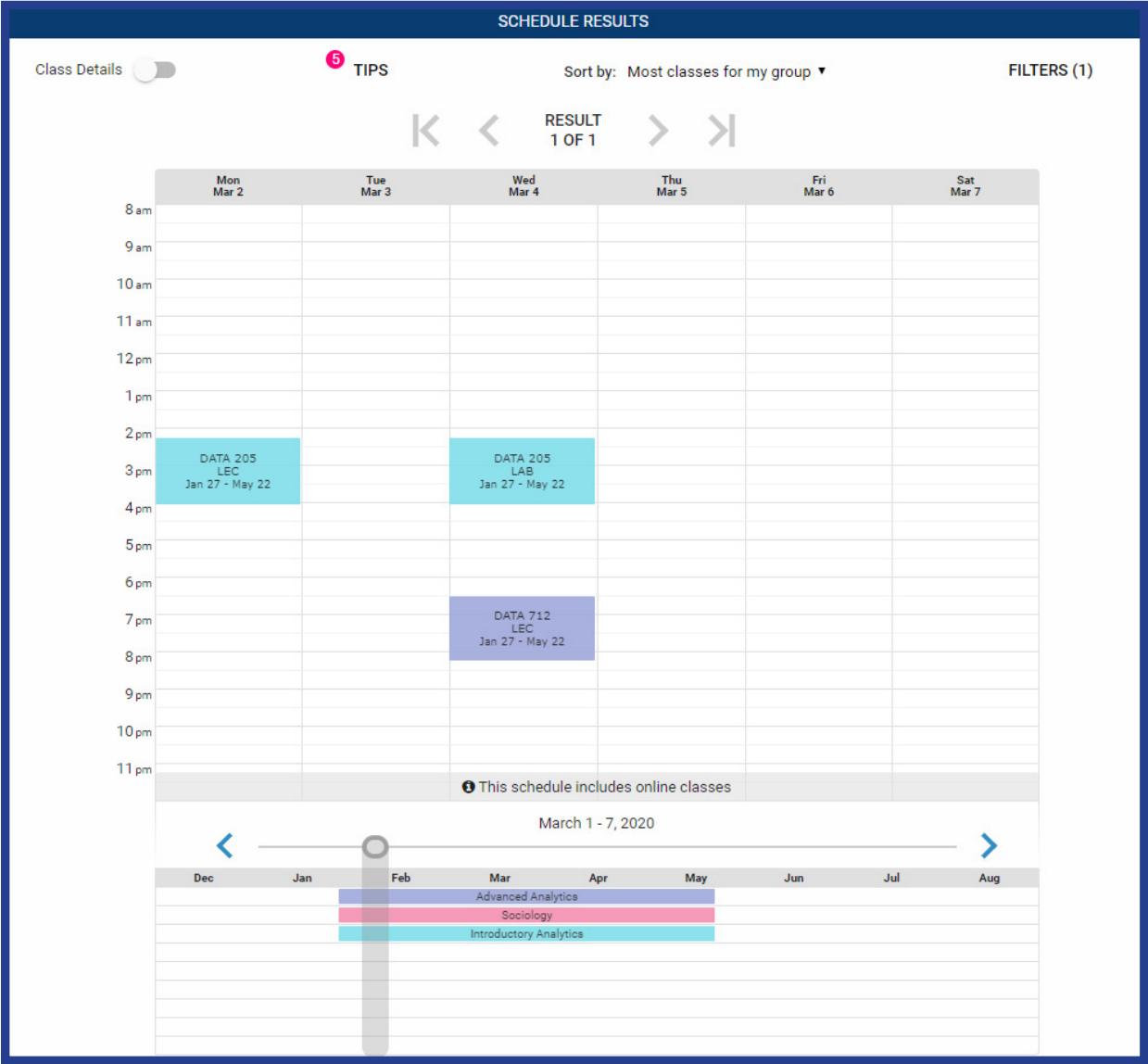
☐ **CHEM 1033**
Basic Biochemistry

View selected only 

ADD 2 SELECTED COURSES

CLOSE

*Note: Classes that are asynchronous will not appear on the grid. 'This schedule includes online classes' will be display across the calendar grid to alert you of this change.



How to Search for Classes Based on My Student Group

- 01 | To search for classes reserved specifically for your student group, click on 'Advanced Search'. In the drop-down menu under 'Course Attribute', select your student group and click 'Search'. Combine additional requirements such as course subject or session to refine your search results. All classes reserved for your student group for the term will be listed below. Select classes you'd like to add to your schedule or classes for which you'd like more information.

Courses available online only ☐

Selected colleges only (25) ☒

Academic Career: Undergraduate

Course Subject:

Course Attribute: ASAP

Course Attribute Value:

Requirement Designation:

Session:

Keywords: Class Number, Title, Instructor...

SEARCH

ART 100
Introduction to World Art / Basic Drawing / Introduction to the Visual Arts

☒ **BIO 101**
Paced Modern Biology I-A / Introduction to the Science of Biology

☐ **BIO 110**
Principles of Biology / General Biology / Environmental Biology

☐ **BIO 1100**
Human Biology / Human Anatomy and Physiology I

☐ **BIO 111**
Principles in Biology (Laboratory) / Human Biology

View selected only ☐

ADD 2 SELECTED COURSES

CLOSE

ART 100 2020 Spring Term: Jan 27 - May 22
Regular Academic Session
Introduction to World Art / Basic Drawing / Introduction to the Visual Arts
Tue, Thu : 11:00 AM to 12:15 PM

LEC ASP3 Medgar Evers College
48520 Hybrid
Seats: 17/28
Wait List: None
Recommendations: 0 : 0
Class Attributes: Arts in Education, ASAP
THIS SECTION IS RESERVED FOR STUDENTS IN THE ASAP PROGRAM.

or

LEC 010 Medgar Evers College
48506 Hybrid
Seats: Full
Wait List: None
Recommendations: 0 : 0
Class Attributes: Arts in Education

BIO 101 2020 Spring Term: Jan 27 - May 22
Regular Academic Session
Paced Modern Biology I-A / Introduction to the Science of Biology
Sat : 11:20 AM to 2:00 PM

LEC 062 Medgar Evers College
49811 Hybrid
Seats: 12/32
Wait List: None
Recommendations: 0 : 0
Class Attributes: Low Textbook Cost, Intro Bio Organismic
READ/WRITE/MATH: MUST COMPLETE EXIT COURSE IN READING, WRITING AND MATH SKILLS OR EXEMPTIONS, OR PASS CUNY SKILLS TEST IN READING, WRITING AND MATH.

*Note: When a course attribute is selected, the search returns ALL sections for that course, not only sections with that attribute. Be sure to check under class details that your student group is attached to your preferred section.


Special Topics or Variable Topic Courses

- 01 | When adding special topics or variable topic courses to your schedule, note that you must open class details to see the title and/or description for each topic class. Simple select the dropdown menu under try specific classes and select each option to determine which topic class and time works best for you.





Class Details 

TIPS

Sort by: Select...




RESU
1 OF

LAW 7726 Topics In Law Wed : 3:45 PM to 5:45 PM		2021 Spring Term: Jan 19 - Apr 21 Regular Academic Session	
 LEC 2 Disability Rts,Justice&the Law 63633  Seats: 18/35  Wait List: 0/20 Recommendations: 0 : 0 Course Attributes: ZERO Textbook Cost			School of Law Online  Sofia Yakren; Natalie Chin 2.0 - 3.0/2.0 Progress Units
LAW 7726 Topics In Law Thu : 6:15 PM to 9:15 PM		2021 Spring Term: Jan 19 - Apr 22 Regular Academic Session	
 LEC 7 Non-Profit Organizations Semin 65377  Seats: 0/20  Wait List: 0/10 Recommendations: 0 : 0			School of Law Online  Dinesh Khosla 3.0/3.0 Progress Units

Colleges: School of Law ✕ (1/26)

Instruction Modes: All

Select Course...

Class Number, Title, Instructor...

Advanced Search 🔍



**LAW
7726**

Topics In Law

School of Law

Try specific classes (1/7) ▼



Description: Topics in Law is a variable topic course designation utilized by CUNY School of Law to denote a new class offered on an experimental basis, that has not been approved by the CUNY Board of Trustees

Requirements: None

Classes:

- ☐ 58806-LEC ✓ (Closed) ☒ 63633-LEC ✓ ☐ 63635-LEC ✓ ☐ 63638-LEC ✓
☐ 63815-LEC ✓ (Wait Listed) ☐ 65377-LEC ✓ ☐ 65702-LEC ✓ (Closed)

SELECT ALL

SELECT NONE



**LAW
7726**

Topics In Law

School of Law

Try specific classes (1/7) ▼



Description: Topics in Law is a variable topic course designation utilized by CUNY School of Law to denote a new class offered on an experimental basis, that has not been approved by the CUNY Board of Trustees

Requirements: None

Classes:

- ☐ 58806-LEC ✓ (Closed) ☐ 63633-LEC ✓ ☐ 63635-LEC ✓ ☐ 63638-LEC ✓
☐ 63815-LEC ✓ (Wait Listed) ☒ 65377-LEC ✓ ☐ 65702-LEC ✓ (Closed)

SELECT ALL

SELECT NONE

**LAW
7726**

Try all classes (7)

✓ Try specific classes (1/7)

63815-LEC (Wait Listed)

65377-LEC

58806-LEC (Closed)

63633-LEC

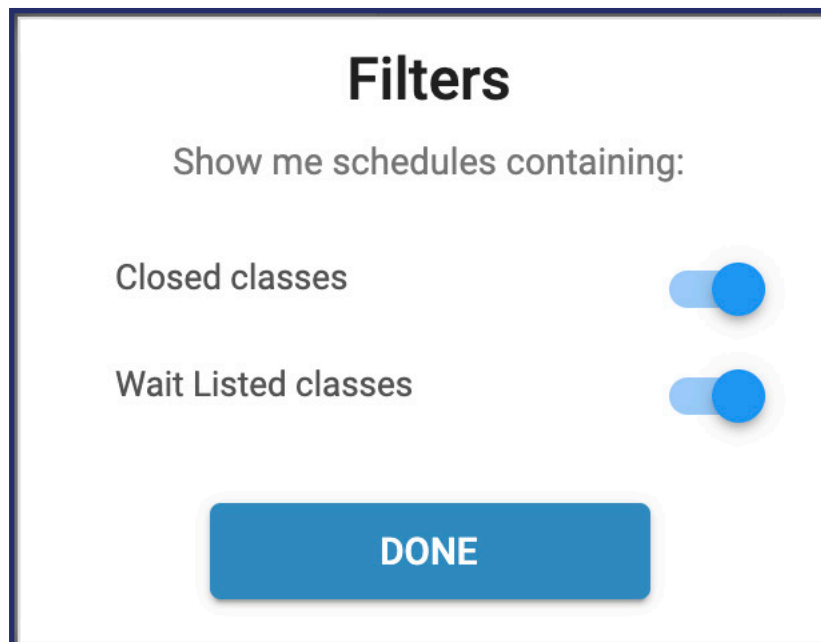
63635-LEC

63638-LEC

65702-LEC (Closed)

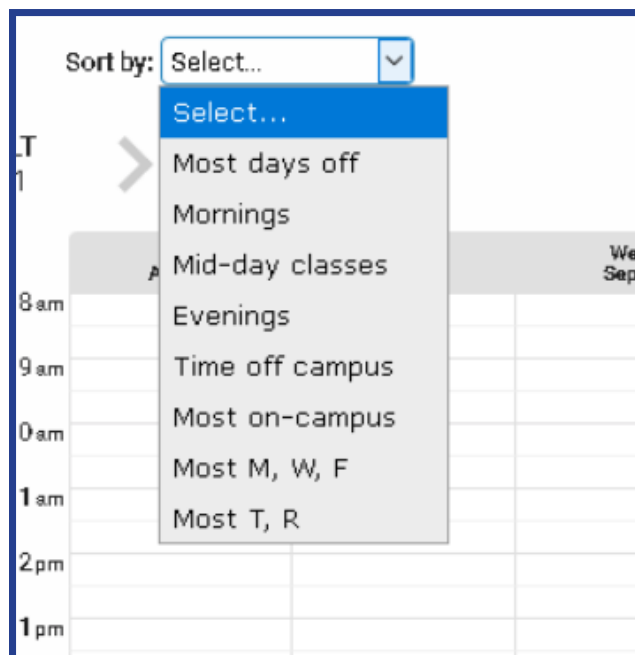
How to Use Filters

01 | By default, closed classes and waitlisted classes are included in search results. However, you may choose to include/exclude closed and/or wait listed classes by selecting the **Filters** button as shown in the image below.



The image shows a 'Filters' dialog box with a title bar. Below the title, it says 'Show me schedules containing:'. There are two toggle switches: 'Closed classes' and 'Wait Listed classes', both of which are currently turned on (blue). At the bottom of the dialog is a large blue button labeled 'DONE'.

02 | **Sort by** gives you options for searching classes based on the time of day.



The image shows a 'Sort by' dropdown menu. The dropdown is open, showing a list of options: 'Select...', 'Most days off', 'Mornings', 'Mid-day classes', 'Evenings', 'Time off campus', 'Most on-campus', 'Most M, W, F', and 'Most T, R'. The background shows a partial view of a schedule grid with time slots from 8 am to 1 pm and days of the week.

- 04 | At the bottom of the page there is a visual timeline which displays all the added classes in order, based on each session. Click and drag the slider across the timeline to view how your schedule changes week by week on the calendar grid.

Enter a time range here to add it manually. Schedule results that avoid personal times will be prioritized.

January 31 - February 6, 2021

Jan Feb Mar Apr May Jun

Introduction to Ethnic Studies

Digital Imaging Studio I

ADD PERSONAL TIMES ^

Click and drag on the schedule above, or enter a time range here to add it manually. Schedule results that avoid personal times will be prioritized.

Examples: Friday 2-9pm, MW 8-10, Fri 15-17

ADD TIME **CLEAR ALL PERSONAL TIMES**

Total Progress Units: 6.0/6.0

RECOMMEND **SAVE AS FAVORITE** **VALIDATE SHOPPING CART** **GET THIS SCHEDULE**

PRINT **SHARE**

How to Add Courses from DegreeWorks Using Plan or Worksheet

02 | To import courses still needed to fulfill degree requirements, select “Plan” or “Worksheet”.

*Note: Not all CUNY Colleges use “Plan”

The screenshot displays the DegreeWorks interface. On the left, under 'Import My DegreeWorks', there are two tabs: 'PLAN(1)' and 'WORKSHEET'. A white arrow points to the 'PLAN(1)' tab. Below the tabs is a list of enrolled courses: Biostatistics, Organic Chemistry II, Techniques of Organic Chemistry II, Biochemistry / Molecular Biology, and Independent Study. On the right, a calendar view shows a schedule for February 2-8, 2020, with courses like CHEM 233 LEC and BIO 307 LEC. A modal window titled 'Import Plan' is overlaid, showing 'GEOLOGY (BIOLOGY) BS/FALL 2020 (9 CREDITS)'.

*Note, under the field labeled Select Course, students may have a pre-arranged Plan set up by their college through DegreeWorks. Any courses that have been included as part of a Student’s Education Plan will import into their course list to save time.

Students can view a summary of their degree audit or may select the “**Still Needed**” tab to view courses necessary to fulfill degree requirements. From here, students are able to select classes that will automatically add to their course list.

Worksheet

SUMMARYAUDIT**STILL NEEDED**

☐ Organismic & Environmental Biology ^

Still Needed:
7.5 to 9 Credits in

BIO 308

SELECT

BIO 309

SELECT

BIO 325

SELECT

BIO 331

SELECT

BIO 334

SELECT

BIO 403

SELECT

BIO 410

SELECT

BIO 411

SELECT

BIO 477

SELECT

Disclaimer: This DegreeWorks Audit is not real-time and may not be up to date.

CLOSE

Worksheet

SUMMARY**AUDIT**STILL NEEDED

☐ Associate in Arts: Liberal Arts and Sciences

Academic Year: U 2019-2020 Undergraduate Credits Required: 60
CUM GPA: Credits Applied: 17

☐ 60 Credits ^

☐ 45 credits ^

☐ 30 credits in residence ^

☒ 2.0 GPA requirement met

☒ New Student Orientation

☒ Skills Assessment

☐ Pathways - General Education Requirements ^

Disclaimer: This DegreeWorks Audit is not real-time and may not be up to date.

CLOSE

- 02 | Schedule Builder will generate schedules for the desired course(s) that have been selected. To add or remove a course from your list, check or uncheck the box, on the left, in front of the course name. Your generated results will show all possible schedules for the classes you have selected.

CUNY | Schedule Builder

SELECT COURSES

Colleges: Queens College ✕ (1/26)

Instruction Modes: All

Select Course...
Class Number, Title, Instructor... Advanced Search

Import My DegreeWorks: PLAN WORKSHEET

<input checked="" type="checkbox"/>	SOC 331 Foundations of Sociological Theory Queens College Try all classes (1) 🔒	🔒 🗑️ ▼
<input type="checkbox"/>	HIST 160 VT: Topics in Global History Queens College Try all classes (4) 🔒	🔒 🗑️ ▼

- 03 | Review the generated results. Browse the results by clicking the right and left arrows on the screen or by using the arrows on your keyboard.

SCHEDULE RESULTS

Class Details ☒ TIPS Sort by: Select... FILTERS (1)

RESULT 5 OF 24413

	Mon Aug 31	Tue Sep 1	Wed Sep 2	Thu Sep 3	Fri Sep 4	Sat Sep 5
8 am						
9 am	SOC 1101 LEC Aug 26 - Dec 20	COMD 1100 LEC Aug 26 - Dec 20	SOC 1101 LEC Aug 26 - Dec 20		COMD 1100 LEC Aug 26 - Dec 20	
10 am	COM 1330 LEC Aug 26 - Dec 20		COM 1330 LEC Aug 26 - Dec 20			
11 am						
12 pm	ENG 1101 LEC Aug 26 - Dec 20					
1 pm	ENG 1101 CHR Aug 26 - Dec 20					
2 pm						
3 pm	MAT 1175 LEC Aug 26 - Dec 20		MAT 1175 LEC Aug 26 - Dec 20			
4 pm						
5 pm						
6 pm						
7 pm						
8 pm						
9 pm						

- 04 | If there is a class section you prefer, pin it to ensure class section and specific meeting time is always returned in the generated results. Pin a class to the schedule by selecting it directly on the grid.

RESULT 1 OF 1

	Mon Aug 31	Tue Sep 1	Wed Sep 2	Thu Sep 3	Fri Sep 4
6 am					
7 am					
8 am					
9 am					
10 am		BIO 101 LEC Aug 26 - Dec 20		BIO 101 LEC Aug 26 - Dec 20	
11 am					
12 pm					
1 pm					
2 pm					
3 pm					
4 pm					

04 | Open **Class Details** to see specific class information, such as class time, class location, and the number of available seats in a class.

SCHEDULE

Class Details

TIPS

K

<

RESU
1 OF

SOC 331
Foundations of Sociological Theory
Mon, Tue, Wed, Thu : 10:30 AM to 12:45 PM

2020 Summer Term: Jun 29 - Aug 6
Six Week - Second

● **LEC 1**
5861

● Seats: 5/20
● Wait List: None
Recommendations: 0 : 0
PRE: SOC 101

Queens College
In Person
Kiely Hall Rm 319
Dongho Cho
4.0/4.0 Progress Units

HIST 160
VT: Topics in Global History

2020 Summer Term: Jun 29 - Aug 6
Six Week - Second

● **LEC 04**
5643

● Seats: 1/30
● Wait List: None
Recommendations: 0 : 0
(unscheduled)

Queens College
In Person
Powdermaker Hall Rm 157
Kevin Murphy
3.0/3.0 Progress Units

MATH 115
College Algebra for Precalculus
Mon, Tue, Wed, Thu : 6:30 PM to 8:04 PM

2020 Summer Term: Jun 29 - Aug 6
Six Week - Second

● **LEC 03**
3108

● Seats: 2/20
● Wait List: None
Recommendations: 0 : 0
Class Attributes: Low Textbook Cost
Not open to students who are taking or have received credit, including transfer credit or advanced placement credit, for any pre calculus or calculus course.

Queens College
In Person
Kiely Hall Rm 326
3.0/3.0 Progress Units

20 | Schedule Builder

How to Save a Preferred Schedule

The screenshot shows a web application interface for managing a summer schedule. At the top, there's a navigation bar with a double arrow icon and the word 'SAVED'. Below it, two tabs are visible: 'FAVORITES' (highlighted with an orange border) and 'RECOMMENDATIONS'. On the left side, there's a sidebar with a calendar icon and a close button (X). Below the sidebar, there's a 'LOAD' button and a text label 'Summer schedule' with a date 'Feb 24, 2020, 02:13 PM' and a 'DELETE' button. The main area displays a weekly grid for the week of June 29 to July 3, 2020. The grid shows various course sections with their names, levels, and dates. For example, 'SOC 331 LEC' is scheduled for Monday, Tuesday, Wednesday, and Thursday from 11 am to 12 pm. 'ARTH 258 LEC' is scheduled for Tuesday, Wednesday, and Thursday from 2 pm to 3 pm. 'MATH 115 LEC' is scheduled for Monday, Tuesday, Wednesday, and Thursday from 7 pm to 8 pm. At the bottom of the grid, there's a date range 'June 28 - July 4, 2020' and a list of course titles: 'Foundations of Sociological Theory', 'History of Photography', and 'College Algebra for Precalculus'.

01 | If you are unable to enroll immediately, save your preferred schedule as a favorite. You can have up to (5) favorites saved under different names. Options are available for you to share this link with others as well as yourself. You may also print the schedule and keep it for your records.

How to Enroll for Classes

- 01 | Once you've created the perfect schedule, select **Get This Schedule**, then choose the action that best suits your needs.

How to Validate your Shopping Cart before Enrolling

- 01 | Before enrolling in classes, you may choose the option “**Add to Cart**”, to add courses to your shopping cart. After completing the action, click on ‘**Do Action**’.

Class	Action	Options	Result
SOC 252 Organic Chemistry II Tue : 1:00 PM to 4:25 PM Tue : 5:45 PM to 10:15 PM LEC 256A 30698 Seats: 11/22 Wait List: None Pre-requisite of SOC 251 is required LAB 256B 30699 Seats: 11/22 Wait List: None	2020 Spring Term: Mar 3 - Jun 12 Regular Academic Session LaGuardia CC In Person C - Center 3 Building Rm C-246 Janet Gonzalez 5.0/5.0 Progress Units LaGuardia CC In Person E - E Building Rm E-314 Janet Gonzalez	Add to Cart ▼	None

- 02 | To validate the shopping cart, click on Return to “**Select Courses**” and select **Validate Shopping Cart**.

SCHEDULE RESULTS

Class Details

TIPS

Sort by: Select...

FILTERS (1)

Validating Your Shopping Cart

Class	Result
DATA 334 2020 Summer Term: Jun 29 - Aug 6 Applied Research Six Week - Second Mon, Wed, Tue, Thu : 10:30 AM to 12:45 PM LEC 1 In Shopping Cart 5862 Seats: 6/20 Wait List: None Recommendations: 0 : 0 Hybrid course PRE: SOC/DATA 205 AND SOC/DATA 212. Not open to students who have taken SOC 334. LAB 1A In Shopping Cart 5863 Seats: 6/20 Wait List: None Recommendations: 0 : 0 Hybrid course	Queens College Hybrid Kiely Hall Rm 317 Vibha Gokhale 4.0/4.0 Progress Units The Requirement Designation Options was set to 'YES' by the enrollment process. This course has been taken previously. You may add this class but you have reached the repeatable limit. Verify that the class will apply toward your course of study.

◀ BACK

- 03 | Check your results to ensure you are able to enroll in the class in your Shopping Cart

How to Enroll for Classes

- 01 | If you are ready to enroll, and you've found a schedule that you like, select **Get This Schedule**. Be sure that your actions are all set to **Enroll** and then **Do Action**.

SCHEDULE RESULTS

Class Details

TIPS

Sort by: Select...

FILTERS (1)

Getting Schedule

Class	Action	Options	Result
ACC 102 2020 Spring Term: Jan 27 - May 22 Principles of Accounting II Regular Academic Session Mon, Wed : 6:00 PM to 7:50 PM		None	
LEC M26 40766 Seats: 24/40 Wait List: None Prereq: ACC 101 York College In Person Academic Core Rm 2C04 Charles Parker 3.0/3.0 Progress Units	Enroll		
REC W26 40767 Seats: 24/40 Wait List: None York College In Person Academic Core Rm 2C04 Charles Parker			
MAT 105 2020 Spring Term: Jan 27 - May 22 College Algebra Sat : 9:25 AM to 12:05 PM		You are unable to enroll in this class at this time. The last day to enroll has passed.	
LEC 302 25820 Seats: 32/34 Wait List: None MAT 103 or ACT MATH Placement Part 1 score greater than 34 and Part 2 score between 40 and 57 John Jay College In Person New Building Rm 1.101 Earik Middleton 3.0/3.0 Progress Units	Enroll		
ENG 101 2020 Spring Term: Jan 27 - May 22 Regular Academic Session College Composition I: Exploration & Authorship-An Inquiry-based Writing Course Tue, Thu : 4:30 PM to 5:45 PM		You are unable to enroll in this class at this time. The last day to enroll has passed.	
LEC 09 9774 Seats: 21/27 Wait List: None Class Attributes: English Composition Reserved seats are being held for Non-Native English Speakers and ESL students. These seats will be released to the general student population on January 24, 2020. Placement into ENGLISH 101 John Jay College In Person Westport Building Rm 114W Stephanie Gray 3.0/3.0 Progress Units	Enroll		

CANCEL

DO ACTIONS

- 02 | Upon enrolling, you should see the word **Added** in the **Results** column. If not, try to resolve the issue in the displayed message or contact an academic advisor.

02 | Once you enroll with 12 or more credits, an **Enrollment Encouragement** selection may be displayed under your classes.

***Note:** Not all CUNY schools will have Enrollment Encouragement.

SELECT COURSES

Colleges: LaGuardia CC (1/26)

Instruction Modes: All

Note: You are also registered for 'ADV-MFD 001' however this class is not enabled for display in this tool.

Select Course...Advanced Search

Import My DegreeWorks: PLAN WORKSHEET

ELL 101

Introduction to Language

Enrolled

LaGuardia CC

Stay enrolled in 29093-LEC

ELS 101

Elementary Spanish I

Enrolled

LaGuardia CC

Stay enrolled in 29129-LEC

LIF 101

First Year Seminar for Liberal Arts

Enrolled

LaGuardia CC

Stay enrolled in 29805-LEC - 29806-LAB

MAT 115

College Algebra and Trigonometry

Enrolled

LaGuardia CC

Stay enrolled in 47363-LEC

This course contains some class sections that must be taken together with SCB-201. To get more schedule options, add SCB-201 to the list of courses.

Speed up and Save!

By registering for at least 12 credits across Spring I and II, you are full-time for flat-rate tuition, and potentially for financial aid. Registering for only 12 credits, however, costs you money at the end by extending your time and semesters to completion. Register now for more credits at NO EXTRA TUITION COST across the two sessions, and save money now, save money and time later, and build momentum towards your goals.

IMPORTANT: You may enroll in up to 18 credits in Session I, and two classes (or a total of 9 credits/equated credits for basic skills courses, whichever limit is reached first) in Session II. If you are enrolled in or need to enroll in a Remedial Reading, Writing, Math or ESL class, please speak with an advisor before you add additional classes.

If you need any assistance with registration, please email us at Springregistration@lagcc.cuny.edu. Please include your name and EMPL ID.

24 | Schedule Builder

How to Adjust your Schedule after Enrolling

- 01 | To drop a class, select the trashcan to the right of each course you are planning to drop.

SELECT COURSES

Colleges: Queens College (1/26)

Instruction Modes: All

Select Course... Advanced Search

Import My DegreeWorks: PLAN WORKSHEET

<input checked="" type="checkbox"/>	<div>ARTH 258</div> <div>History of Photography</div> <div>Queens College</div> <div>1002-LEC</div>	In Shopping Cart			
<input checked="" type="checkbox"/>	<div>MATH 115</div> <div>College Algebra for Precalculus</div> <div>Queens College</div> <div>3108-LEC</div>	In Shopping Cart			
<input checked="" type="checkbox"/>	<div>SOC 331</div> <div>Foundations of Sociological Theory</div> <div>Queens College</div> <div>5861-LEC</div>	In Shopping Cart			

- 02 | Click on [Get This Schedule](#). Beside each course you plan to drop, the word **Drop** should be in the Action column.
- 03 | If the class is successfully dropped, you will see the word **Success** to the right of the course under the results column.

How to Swap a Course

- 01 | select the trashcan beside the course you would like to drop.
- 02 | Search for the new course you would like to add and select your preferred section.
- 03 | Select **Get this schedule** and then **do action**

Colleges: Borough of Manhattan CC * (1/26)
Instruction Modes: All

Class Number, Title, Instructor... Advanced Search

Import My DegreeWorks: **PLAN** **WORKSHEET**

<input checked="" type="checkbox"/>	AFL 100	Introduction to Ethnic Studies Enrolled Borough of Manhattan CC 26993-LEC ▼ 🔒	🔒 🗑️ ▼
<input checked="" type="checkbox"/>	BUS 104	Introduction to Business Enrolled Borough of Manhattan CC Drop Course ▼ 🔒	🔒 🗑️ ▼
⚠️ You have not finished dropping this course.			
<input checked="" type="checkbox"/>	FNB 100	Introduction to Finance Enrolled Borough of Manhattan CC Try all classes (13) ▼ 🔒	🔒 🗑️ ▼
<input checked="" type="checkbox"/>	ACC 122	Accounting Principles I Borough of Manhattan CC 25703-LEC or 25704-LEC ▼ 🔒	🔒 🗑️ ▼

SCHEDULE RESULTS

Class Details

TIPS

Sort by: Select...

FILTERS

Getting Schedule

Class	Action	Options	Result
AFL 100 2021 Spring Term: Jan 29 - May 25 Introduction to Ethnic Studies Regular Academic Session LEC 0500 Enrolled Borough of Manhattan CC 26993 Online Seats: 22/25 -Online Rm 02 Wait List: 0/25 Rigoberto Andino Recommendations: 1 : 0 3.0/3.0 Progress Units Class Attributes: Low Textbook Cost Prerequisite: (ENG 88/ESL 94 or higher) and (ACR 94 or higher) and (MAT 8 or higher)	None (Already enrolled in this class)	N/A	N/A
BUS 104 2021 Spring Term: Jan 29 - May 25 Introduction to Business Regular Academic Session Tue : 1:00 PM to 2:40 PM Tue : 2:50 PM to 4:30 PM LEC 0401 Enrolled Borough of Manhattan CC 25861 Online Seats: 18/25 -Online Rm 03 Wait List: 0/25 Nanette White Recommendations: 1 : 0 3.0/3.0 Progress Units Prerequisite: (ENG 88/ESL 94 or higher) and (ACR 94 or higher) and (MAT 8 or higher)	Drop* *Swapping for ACC 122	N/A	N/A
FNB 100 2021 Spring Term: Jan 29 - May 25 Introduction to Finance Regular Academic Session LEC 0504 Enrolled Borough of Manhattan CC 66492 Online Seats: 9/25 -Online Rm 02 Wait List: 0/25 Loren Cohen Recommendations: 0 : 0 3.0/3.0 Progress Units Prerequisite: ENG 88, ESL 94, or higher; ACR 94 or higher; and MAT 12, MAT 14, MAT 41, MAT 51, or higher	None (Already enrolled in this class)	N/A	N/A
ACC 122 2021 Spring Term: Jan 29 - May 25 Accounting Principles I Regular Academic Session Tue, Thu : 2:00 PM to 3:40 PM LEC 1400 Enroll Borough of Manhattan CC 25703 Online Seats: 11/25 -Online Rm 03 Wait List: 0/25 Wilbert Donnay Recommendations: 3 : 0 3.0/3.0 Progress Units Prerequisite: ESL 54 or higher; ACR 94 or higher; and MAT 8 or higher	Enroll	Waitlist OK? <input checked="" type="checkbox"/> Wait list if class is full	Swapped Success - This class is added to your schedule.

RETURN TO 'SELECT COURSES'

Click this button to view the latest state of your courses.

How to Swap a Section

- 01 | Click on the dropdown beside the class number.
- 02 | Choose the section you would like to swap for.
- 03 | Select **Get This Schedule** and then **Do Action**.

SELECT COURSES

Colleges: Borough of Manhattan CC (1/26)

Instruction Modes: All

☒ **AFL 100**

☒ **FNB 100**

☒ **ACC 122**

Stay enrolled in 66492-LEC

Drop Course

Try all classes (13)

Try specific classes (1/13)

28020-LEC (Wait Listed)

28021-LEC (Wait Listed)

28022-LEC or 28024-LEC...6-LEC or 66492-LEC

28026-LEC

28029-LEC (Wait Listed)

28031-LEC (Wait Listed)

✓ 28032-LEC

47000-LEC (Wait Listed)

66121-LEC

25703-LEC or 25704-LEC

Advanced Search

Lock Trash Dropdown

Lock Trash Dropdown

Lock Trash Dropdown

SCHEDULE RESULTS

Class Details

TIPS

Sort by: Select...

FILTERS

Getting Schedule

Class	Action	Options	Result
AFL 100 Introduction to Ethnic Studies 2021 Spring Term: Jan 29 - May 25 Regular Academic Session LEC 0500 Enrolled 26993 Seats: 22/25 Wait List: 0/25 Recommendations: 1 : 0 Class Attributes: Low Textbook Cost Prerequisite: (ENG 88/ESL 94 or higher) and (ACR 94 or higher) and (MAT 8 or higher) Borough of Manhattan CC Online Rigoberto Andino 3.0/3.0 Progress Units	None (Already enrolled in this class)	N/A	N/A
FNB 100 Introduction to Finance 2021 Spring Term: Jan 29 - May 25 Regular Academic Session Mon : 3:00 PM to 4:40 PM Wed : 4:00 PM to 4:50 PM LEC 1500 28032 Seats: 19/25 Wait List: 0/25 Recommendations: 0 : 0 Prerequisite: ENG 88, ESL 94, or higher; ACR 94 or higher; and MAT 12, MAT 14, MAT 41, MAT 51, or higher Borough of Manhattan CC Online Jeff Seungmo Hong 3.0/3.0 Progress Units	Swap	Waitlist OK? <input checked="" type="checkbox"/> Wait list if class is full	
ACC 122 Accounting Principles I 2021 Spring Term: Jan 29 - May 25 Regular Academic Session Tue, Thu : 2:00 PM to 3:40 PM LEC 1400 Enrolled 25703 Seats: 12/25 Wait List: 0/25 Recommendations: 3 : 0 Prerequisite: ESL 54 or higher; ACR 94 or higher; and MAT 8 or higher Borough of Manhattan CC Online Wilbert Donnay 3.0/3.0 Progress Units	None (Already enrolled in this class)	N/A	N/A

← CANCEL

DO ACTIONS