ENROLLMENT STEPS

SUBMIT THE DOCUMENTS REQUIRED FOR ISSUANCE OF AN I-20
Please submit the forms and documents required for issuance of an I-20 to intstudy@csi.cuny.edu

CLAIM YOUR CUNYFIRST ACCOUNT
Visit the CUNYFirst Account Activation page to activate the account. Use the number that was assigned to you at the time of the CUNY application. The last 4 digits can be found in the CUNYFirst account activation email you have received from CUNY.

ACCEPT THE OFFER OF ADMISSION
Log into your CUNYFirst account and accept the offer. Here is a video on how to do it. Don’t pay the commitment deposit. Email Monika at international@csi.cuny.edu to have it waived.

TAKE THE ACCUPLACER EXAM (ONLY FOR STUDENTS CODED ESL)
Be on the lookout for an email from the Testing Office. For more information please visit Testing.

REGISTER FOR CLASSES
FIRST YEAR STUDENTS
Be on the lookout for an invitation from the Center for Advising and Academic Success (CAAS). Complete the vCART and wait for an email from an academic advisor. Return the required documents to the academic advisor to register for classes. For more information refer to this page.

TRANSFER STUDENTS
Once your credit evaluation is completed by CAAS, you will be contacted to register for classes. For more information refer to this page.

COMPLETE THE VIRTUAL NEW STUDENT ORIENTATION (VNSO)
FIRST YEAR STUDENTS
Be on the lookout for an invitation from the New Student Programs.

PARTICIPATE IN THE INTERNATIONAL STUDENTS ORIENTATION
Be on the lookout for an invitation from our office.

SUBMIT YOUR IMMUNIZATION RECORDS
Return the completed Immunization Record Form to the Health Center at healthcenter@csi.cuny.edu.

PAY YOUR BILL
Pay your bill by the date according to the schedule or your registration will be cancelled. For information on payment options including a payment plan and tuition and fees information, please visit the Bursar Office website and refer to the academic calendar for important dates.

UPDATE YOUR ACADEMIC RECORD
Submit updated transcripts or copy of diploma, certified translations to Monika.