✔ CLAIMING YOUR CUNYfirst ACCOUNT

To view your financial aid payments and pending financial aid in your Student Self-Service, you must first claim your CUNYfirst Account.

NOTE: If you have already claimed your CUNYfirst account, it is not necessary to do the account process again.

To claim your CUNYfirst Account:

1. Go to: **https://home.cunyfirst.cuny.edu** and click **"New User".**

2. Enter the required information and click **OK.**

3. Select your **Challenge Questions and Answers** – you need to select five of the questions.

4. **Choose Your Password** — you must then confirm your choice of password by reentering it.

Password Requirements: at least 8 characters long, at least 1 uppercase letter AND at least one numeric OR one special character. Your password will expire every 180 days so you will need to create a new password at that time.

5. Your CUNYfirst account is now activated. You will get a confirmation page which you may print for your records.