IMPORTANT REGISTRATION INFORMATION for FALL 2020

TO: Graduate Center students currently enrolled or on leave of absence:

Registration for the Fall 2020 semester will begin on April 28th at 9:30am via the CUNYfirst system.

- Log in to CUNYfirst to begin registration. You can access CUNYfirst through the GC Portal link at the top of The Graduate Center homepage. On the next page, the CUNYfirst link on the right takes you to the login page.
- If you are a new CUNYfirst user, or if you have forgotten your password, the New User link on the login page allows you to claim or reclaim your account. More general information about using CUNYfirst is available through the CUNYfirst Information for Students page.
- To search for classes, login to CUNYfirst and navigate to your Student Center. The “Search for Classes” button is found at the top right of your Student Center. Class search information can also be found through the Global Search link on the Registrar landing page.
- The Registrar homepage is your resource for the latest information regarding enrollment and academic records.

COVID19 Information: Special Date Changes for Spring 2020
- Last Day to Withdraw from a Spring 2020 class: May 14, 2020
- Last Day to Apply to Graduate / Register Intent to Deposit: May 1, 2020
- Deadline for Dissertation / Thesis deposit: May 15, 2020
- Last Day to Select CR / NC grading option for Spring 2020: June 25, 2020 (or 20 business days after grade is posted, whichever is later)

PLEASE NOTE THAT STUDENTS ARE RESPONSIBLE FOR REGISTERING ON TIME AND FOR CHECKING THE ACCURACY OF THEIR LEVEL AND RESIDENCY STATUS IN ORDER TO BE ASSESSED THE PROPER TUITION. You can verify this information in your CUNYfirst Student Center through the “My Academics” button on the top left of the page. We urge you to bring any questions to our attention before relevant deadlines to avoid registration and financial aid problems. We can be reached via email at registrar@gc.cuny.edu while all GC offices are closed by order of the Governor and Chancellor. Please refer to the academic calendar for important dates and deadlines.

REMINDER: HOLDS MUST BE CLEARED BEFORE YOU CAN REGISTER.

<table>
<thead>
<tr>
<th>Date</th>
<th>Important Dates</th>
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<tbody>
<tr>
<td>APRIL 28, 2020 9:30am</td>
<td>Fall Registration begins for continuing students.</td>
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<tr>
<td>JULY 30 (Financial Aid Deadline)</td>
<td>Last day for students to register full-time in order to ensure timely fellowship payment.</td>
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<tr>
<td>AUGUST 25</td>
<td>Last day to apply for a leave of absence for Fall 2020.</td>
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<td>Last day to file ePermit request.</td>
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<td>Last day to drop classes for 100% tuition refund. Consult The Graduate Center Tuition Refund Schedule for information about tuition and course “SWAP” specific to your level and residency status.</td>
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<tr>
<td>AUGUST 26</td>
<td>First day of classes for the Fall 2020 semester.</td>
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<td>All students who register on or after this day must pay tuition and fees in full at that time, including $25 late registration fee. Students making an adjustment to an already existing enrollment on or after this day will be assessed an $18 Program Adjustment Fee each day changes are made.</td>
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<tr>
<td>SEPTEMBER 1</td>
<td>Last day to register for Fall 2020.</td>
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<td>Last day to drop a class for 75% tuition refund.</td>
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<tr>
<td>SEPTEMBER 8</td>
<td>Last day to drop a class for 50% tuition refund.</td>
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<tr>
<td>SEPTEMBER 15</td>
<td>Last day to drop a class for 25% tuition refund.</td>
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Deadline to add a course with permission or drop (without the grade of “W” appearing on the student record). All changes that may affect student billing must be completed by this date (including level and residency* changes). No petitions for changes will be accepted after this date.

INTERNATIONAL STUDENTS

- Be sure that you are properly registered on time so that your immigration status is maintained.

* Residency applications will be accepted by the Office of the Registrar until the last day of the semester for which the student is applying. CUNY residency guidelines determine who is eligible to apply. Required documentation must accompany the CUNY residency application.

- We strongly encourage you to login to CUNYfirst in advance of registration and review your Student Center page for outstanding holds. Holds can prevent you from registering for classes.

- CUNYfirst step-by-step user guides and tutorials are available through the CUNYfirst Information for Students page.

**Important Notice Concerning Billing**

All tuition and fees listed in the college’s catalog/bulletin and in any registration material issued by the college are subject to change by action of The Board of Trustees at any time. In the event of any increase in the tuition or fees, payments already made will be treated as partial payment. Notification will be given of the additional amount due and the required date of payment.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records. The FERPA Release Form allows students to authorize the school to selectively waive those rights.

**Registration on Record (ROR) and Weighted Instructional Units (WIUs)**

If you are advised to register for Registration on Record (ROR), you must also register for Weighted Instructional Units (WIU). Use the class numbers indicated below for FALL 2020 registration only.

**Doctoral Students: Failure to add WIUs (Weighted Instructional Units) as advised will jeopardize your enrollment status.**

**Registration on Record (ROR) for Doctoral students only:**

Class Number [52905] – remember to ALSO register for WIUs as advised.

**Weighted Instructional Units (WIU) for Doctoral students only:**

- [52915]- 7 Billable WIUs (ALSO register for ROR in order to be certified as a full-time student)
- [52914] - 6 Billable WIUs (ALSO register for ROR in order to be certified as a half-time student)
- [52913] - 5 Billable WIUs
- [52910] - 4 Billable WIUs
- [52909] - 3 Billable WIUs
- [52908] - 2 Billable WIUs
- [52906] - 1 Billable WIU

**Maintenance of Matriculation (M M 1) for Master’s students only.** No WIUs should be added.

[52916] - Maintenance of Matriculation