



How to Access CUNY Student Forms

Financial Aid SAP Appeal

How to Access CUNY Student Forms – Financial Aid SAP Appeal



Step 1: Visit your CUNYfirst Student Center page at <https://home.cunyfirst.cuny.edu>

A screenshot of the CUNY Web Applications Login page. The page has a white background with a blue header containing the CUNY logo. Below the logo, the title "Web Applications Login" is displayed. A paragraph of text explains that logging into a University cloud service offering (like Dropbox or Microsoft Office 365 for Education) requires agreement to the CUNY Acceptable Use of University Data in the Cloud policy. Below this, it says "Log in with your CUNY Login credentials:" followed by two input fields for "Username" and "Password". A blue "Login" button is positioned below the password field. At the bottom, there are links for "Forgot Password", "New User", "Forgot Username", and "Manage your Account". A section titled "PROTECT YOUR PERSONAL INFORMATION AND PRIVACY" contains a warning to only enter the CUNY Login password on CUNY Login websites and to never share it with others. It also provides a link to the "Acceptable Use of Computer Resources Policy".

CUNY

Web Applications Login

If you are logging into a University cloud service offering, such as Dropbox or Microsoft Office 365 for Education, you agree to abide by the terms in the [CUNY Acceptable Use of University Data in the Cloud policy](#).

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

Username

Password

Login

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

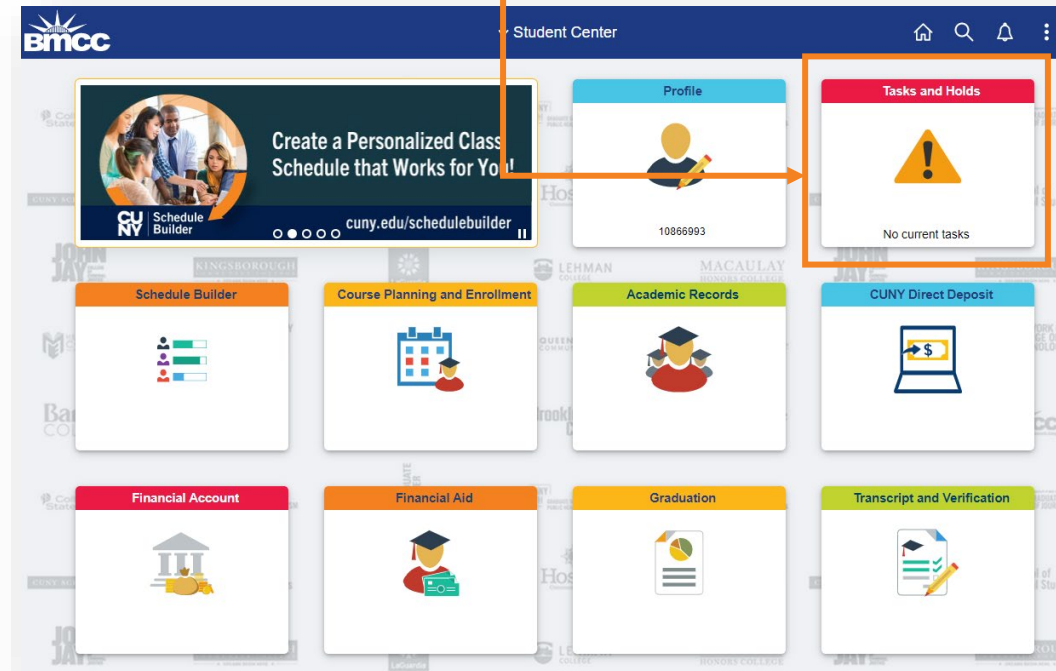
PROTECT YOUR PERSONAL INFORMATION AND PRIVACY

ONLY enter your CUNY Login password on CUNY Login websites (ssologin.cuny.edu and login.cuny.edu). NEVER share it with others or enter your CUNY Login password elsewhere without the approval of your campus IT department. More information on CUNY's policies regarding user accounts and credentials can be found in the [Acceptable Use of Computer Resources Policy](#).

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Step 2: Click on Tasks and Holds follow by the Satisfactory Academic Progress Issue checklist item





Step 3: Click on the Satisfactory Academic Progress Issue link

FinAid Academic Progress Issue

Aid Year:	2024
Academic Institution:	Borough of Manhattan CC
Administrative Function:	Financial Aid
Due Date:	07/21/2024
Contact:	Borough of Manhattan Community College
Department:	Financial Aid Office – S-225
Phone:	212-220-1430

finaid@bmcc.cuny.edu

[FinAid Academic Progress Issue](#)

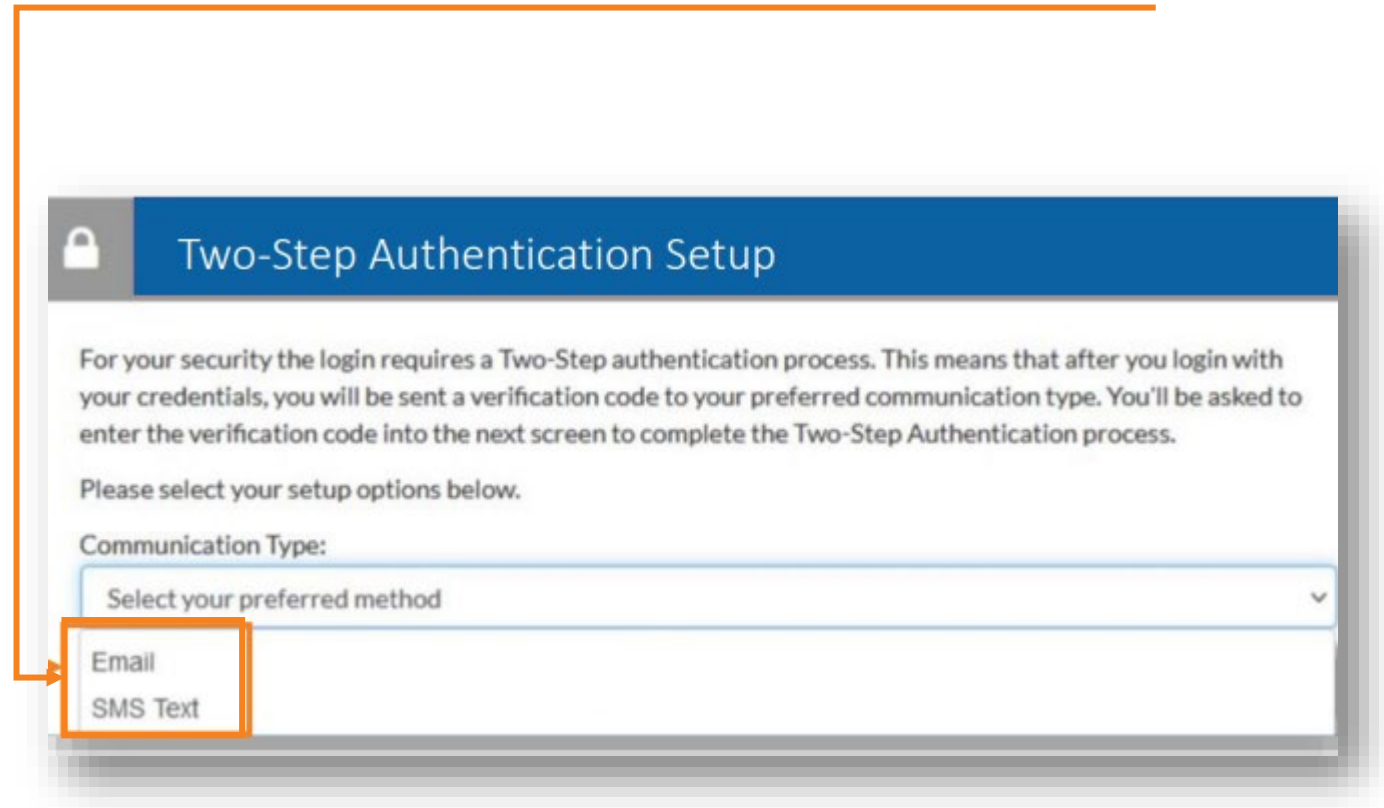
Description

You must be making Satisfactory Academic Progress [SAP] in your program of study according to federal guidelines in order to continue receiving federal financial aid at your college. Your records indicate that you have not met one or more of the federal financial aid SAP requirements at your college of enrollment and have been placed on financial aid suspension. If there are extenuating circumstances, you may appeal the financial aid suspension, and, if your appeal is granted, begin to receive federal financial aid once again.

You can file your appeal using the CUNY Student Forms portal. For first-time users of CUNY Financial Aid Student Forms, you will be required to complete the registration process and confirm your personal identifying information reported on your FAFSA before you can access the portal.

Refer to your college website to learn what your options are for regaining eligibility if you choose not to appeal, or if your appeal is not granted.
Note that this review only affects your ability to receive federal financial aid. It does not have a negative impact on your ability to register for classes at the college. If you are not planning to use federal financial aid, or if you have already filed an appeal, you do not need to take any further action.

Step 4: Complete your two-step security authentication by either [email or text](#)



The screenshot shows a 'Two-Step Authentication Setup' screen. It features a blue header with a lock icon and the title 'Two-Step Authentication Setup'. Below the header, there is a paragraph explaining the process: 'For your security the login requires a Two-Step authentication process. This means that after you login with your credentials, you will be sent a verification code to your preferred communication type. You'll be asked to enter the verification code into the next screen to complete the Two-Step Authentication process.' This is followed by the instruction 'Please select your setup options below.' and a label 'Communication Type:'. A dropdown menu is shown with the text 'Select your preferred method' and a downward arrow. The dropdown is open, showing two options: 'Email' and 'SMS Text'. An orange box highlights these two options, and an orange arrow points from the text 'email or text' in the step description above to the 'Email' option in the dropdown.

Step 5: Once you select the communication type you will receive a verification code to the form of communication you selected

Click here to resend.' At the bottom right, there is a 'Verify' button. An orange line with an arrow points from the underlined 'verification code' in the text above to the 'Verification Code:' input field." data-bbox="352 422 960 912"/>

Two-Step Authentication

A verification code has been sent to the following email:
c*****8@gmail.com

Please enter the verification code below as it appears in the message. If you fail to receive the code within a couple minutes, you may use the Resend button to send the code again.

Verification Code:

Trust this device for future logins.

Didn't receive your code? [Click here to resend.](#)

Verify

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Step 6: This is a one-time account creation. You'll be asked for Personal Identifiable Information to create your account. These steps will enable you to e-sign any requested documentation. This information will also be used to authenticate with the current FAFSA information on file for you.

This information you provide here will need to match exactly what was provided on your FAFSA application.

A screenshot of a web form titled "Confirm Student Information". The form contains several text input fields for personal data, a checkbox for privacy policy, and a "Create Account" button. An orange box highlights the first five fields: First name, Last name, Date of birth, Social security number, and Student ID. An orange arrow points from the text "Personal Identifiable Information" in the text block to this highlighted area.

Confirm Student Information

Information provided in the fields below must match information provided on the Free Application for Federal Student Aid (FAFSA). Please ensure all four pieces of information match to what you provide on the FAFSA. If you have not submitted a FAFSA to your school, please ensure that the information below matches the information your school has on file.

Why do I have to provide this?

- First name
- Last name
- Date of birth
- Social security number
- Student ID

Phone Number
Provide a phone number to subscribe to mobile phone text messages for account updates.
(Standard text message charges apply)

I accept the [privacy policy](#)

Create Account

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Step 7: You're set up! View and complete your Financial Aid Satisfactory Academic Progress Appeal in CUNY Student Forms

A screenshot of a web application interface for a 2023-2024 SAP Appeal. The page title is "2023 - 2024 SAP Appeal". At the top, there is a blue notification bar with an information icon and the text "One or more new tasks have been added. 05/04/2023 10:57:33 AM" and a close button. Below the notification, there is a link for "Notification History". A paragraph of text states: "Below is the list of items the Financial Aid Office needs you to complete for the satisfactory academic progress appeal process. Click on any section to view the detailed list of requirements." Below this text is a list of four blue buttons, each with a white right-pointing chevron icon and text. The buttons are: "Additional Info: Counselor Statement - CUNY-BMC", "Additional Info: CUNY SAP Academic Plan - BMC", "Additional Info: Unofficial BMCC Transcript", and "SAP Appeal". An orange arrow points from the text "View and complete your" in the step description to the first button. The entire screenshot is framed by an orange border.