

INCOMING STUDENT CHECKLIST

Now that you've been advised, move through the following steps to be prepared for the start of your journey at BMCC (click the links below to help guide you).

1

- Register using [Schedule Builder](#).
- View [course formats](#) offered.
- In need of Registration Assistance? Visit the [Panther Station](#).

Are there any other hold(s) preventing you from registering successfully?

- Admissions hold: contact the [Admissions Office](#) at: admissions@bmcc.cuny.edu
- Missing Meningitis Form, visit: [How to Clear the Meningitis Hold](#)
- MMR Immunization: contact the [Health Services Office](#) at: healthservices@bmcc.cuny.edu

2

- [Update your contact information](#) on CUNYfirst.
- Once enrolled, view your [Class Schedule](#).
- View the different [Campus Locations](#) and [Off-Site Programs](#).
- Need to make changes to your schedule? Visit: [How to Swap a Course](#).

3

- File/finalize your [FAFSA](#) and [TAP](#) application.
- View your [bill](#) via [CUNYfirst](#).
- Need payment options? Contact the [Bursar's Office](#) at: bursar@bmcc.cuny.edu.
- Learn more about the [Excelsior Scholarship](#).
- Check your To Do List on CUNYfirst regularly.
- Review the [scholarships](#) offered at BMCC.
- Sign up to speak with a live Financial Aid Specialist here: [Panther Station Virtual Desk](#).

4

- Always refer to the [Academic Calendar](#) for important dates/deadlines.
- Obtain your student ID from the Service Desk (room S-141) at the main building: 199 Chambers Street.

5

- [Activate and sign into your BMCC email](#) 48 hours after registration.
- Use your BMCC email credentials for [Zoom](#) and the [BMCC Portal](#).
- Log into [Brightspace](#) to view your course material.
- Monitor your email(s) frequently.
- BMCC email concerns? Contact the [Service Desk](#) at: userservices@bmcc.cuny.edu.
- Learn more about [Brightspace](#) by visiting [Brightspace Transition at BMCC](#) or contact the [Digital Education Center](#) at: digitaleducation@bmcc.cuny.edu.

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- Have any questions? Contact the academic advisor you met with directly.
- Feel free to also connect with [New Student Programs](#) at: newstudentprograms@bmcc.cuny.edu.
- Check your degree requirements: [DegreeWorks](#).
- Know your major: [Academic Degree Maps](#).
- Take [BMCC's Career Coach](#) assessment and research potential careers.

BMCC Support Services

- Connect with the [Office of Accessibility](#) if you had an IEP in high school or need any accommodations to help you succeed during your time at BMCC: accessibility@bmcc.cuny.edu.

Academic/Career Planning

- [Academic Advisement and Transfer Center \(AATC\)](#): aatc@bmcc.cuny.edu
- [Center for Career Development](#): career@bmcc.cuny.edu
- [Internships and Experiential Learning](#): experience@bmcc.cuny.edu

- If you're ever in need to speak to someone regarding personal matters that may be impacting your academics, contact the [Counseling Center](#) at: counselingcenter@bmcc.cuny.edu to speak with a licensed professional.

Tutoring

- [Learning Resource Center](#): lrc@bmcc.cuny.edu
- [Online Tutoring](#): onlinetutoring@bmcc.cuny.edu
- [Math Lab/Tutoring](#): mathtutoring@bmcc.cuny.edu
- [Reading Lab](#): jjohnson@bmcc.cuny.edu
- [Writing Center](#): writingcenter@bmcc.cuny.edu
- [ESL Lab](#): jbelknap@bmcc.cuny.edu

- Need a device loan? Contact the [Library](#) at: help@bmcc-cuny.libanswers.com.

Financial Services and Registration

- [Financial Aid](#): finaid@bmcc.cuny.edu
- [Bursar's Office](#): bursar@bmcc.cuny.edu
- [Advocacy and Resource Center](#): arc@bmcc.cuny.edu
- [Scholarships Office](#): scholarship@bmcc.cuny.edu
- [Panther Station](#): station@bmcc.cuny.edu
- [Registrar](#): registrar@bmcc.cuny.edu

- Financial Aid Inquiries? Need Help Registering? Click the 'Ask Me!' logo to sign up and meet with a Specialist from the Panther Station.



Other Support Services

- [International Student Services Office](#): internationalstudents@bmcc.cuny.edu
- [Early Childhood Center](#): CScottCroff@bmcc.cuny.edu
- [Veteran's Resource Center](#): wcotto@bmcc.cuny.edu

- Interested in joining or starting a club? Visit: [Student Activities](#) or contact: osa@bmcc.cuny.edu.

- Interested in playing a sport or joining a team? Visit: [Athletics & Recreation](#).

DON'T FORGET...

...to complete your [SPARC Online Training](#) every academic year.

Visit the [Student Hub](#) for other campus resources.