

Non-Degree Student Registration Information

Welcome to Hunter

- Welcome to Hunter! Non-degree students take classes with many different intentions: pre-requisites for graduate programs, job requirements/enhancements, returning to college after some time away and for many other reasons.
- As a result, your coursework needs are unique to your situation. Therefore, we suggest that when choosing classes, you consult with specific academic departments regarding pre-requisite work, transfer credit, etc.
- We wish you continued success in your educational endeavors!



Regulations: Proficiency

- You must prove CUNY proficiency prior to attempting your 12th credit at Hunter
- Proficiency may be proven by one of the following ways:
 - CUNY Skills Proficiency Test
 - SAT Scores
 - Record of earned baccalaureate degree

Regulations: Matriculation

- You must be a fully matriculated Hunter College student prior to attempting your 24th credit at Hunter College
- File the online CUNY Undergraduate Non-Degree to Degree Application at www.cuny.edu

Regulations: Immunization

- Proof of immunization is required by New York State Law for students registering for 6 or more credits.
- File the Immunization Form with the Wellness Services Office

North Building 307
Phone 212-772-4800
Fax 212-650-3254
Email HealthAndWellness
@hunter.cuny.edu



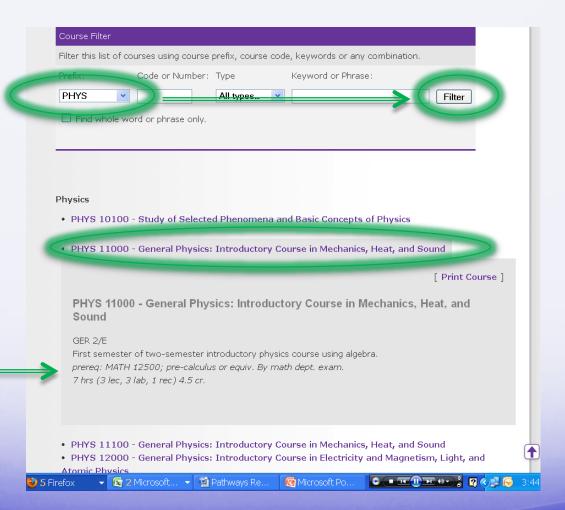
Pre-Requisites

- A pre-requisite is a course or courses a student must complete before being allowed to register for a more advanced course in the same or related area.
- You need to provide proof to the academic department offering the advanced course.
- Provide an official transcript, course description and/or syllabus to the academic department for review.

Catalog: catalog.hunter.cuny.edu

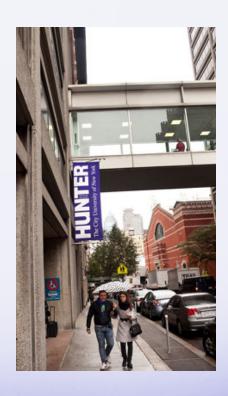


Catalog



- ALL registration is done online in CUNYfirst
- Registration dates for Non-Degree Students is on the Academic Calendar:

http://www.hunter.cuny.edu/onestop

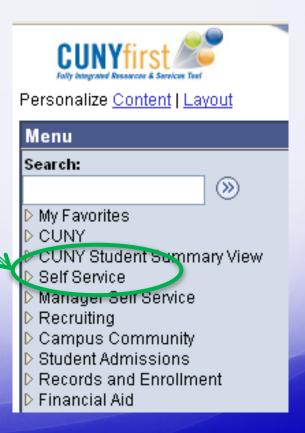








- 1. Log into CUNYfirst
- 2. Select HR/Campus Solutions
- 3. Click on Self Service

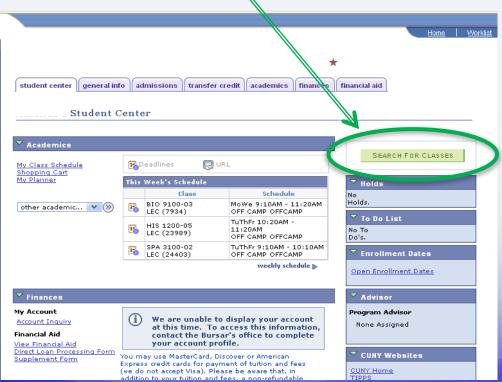








- 1. Select Student Center
- 2. Click on Search for Classes



- Enter search criteria
- 2. Click Search
- 3. Check out options
- Click on the section to add the open class to your shopping cart



Look at the course details

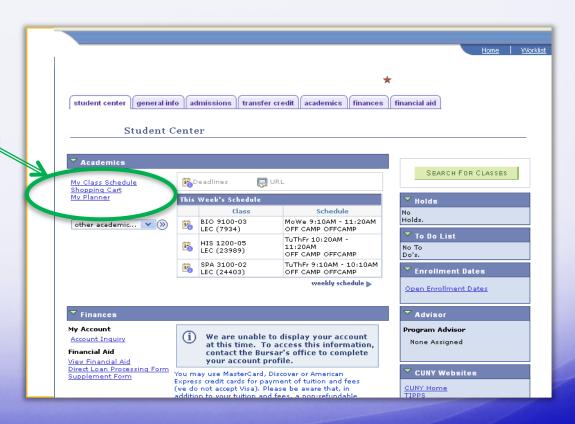
- Requirements (pre-reqs, writing intensive)
- Class availability







- Return to Student Center
- 2. Go to your Shopping Cart
- Select the classes you want to enroll in
- 4. Click on Enroll
- 5. Select Finish Enrolling



Withdrawal from Courses

- You MUST complete drop transaction in CUNYfirst by the deadline.
- Visit www.hunter.cuny.edu/onestop to view the Academic Calendar for specific dates.



Questions

 When in doubt regarding course registration or availability, please contact the academic department



