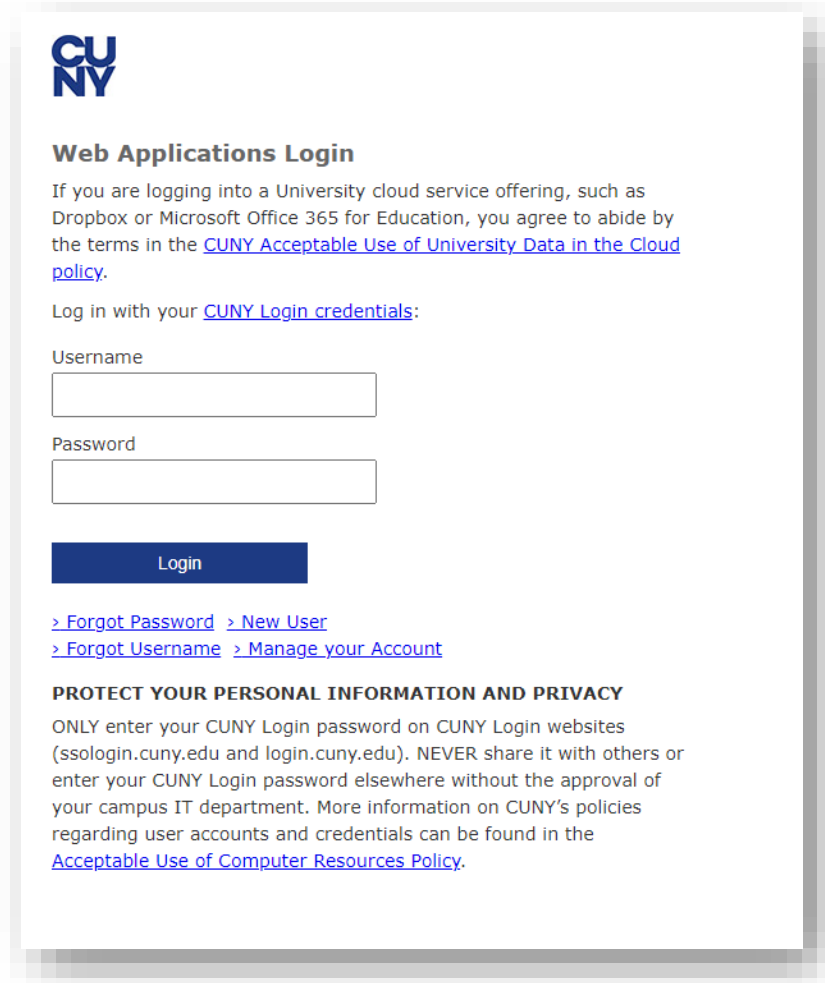


# How to Access CUNY Student Forms

**Step 1:** Visit your CUNYfirst Student Center page at [home.cunyfirst.cuny.edu](https://home.cunyfirst.cuny.edu)



**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

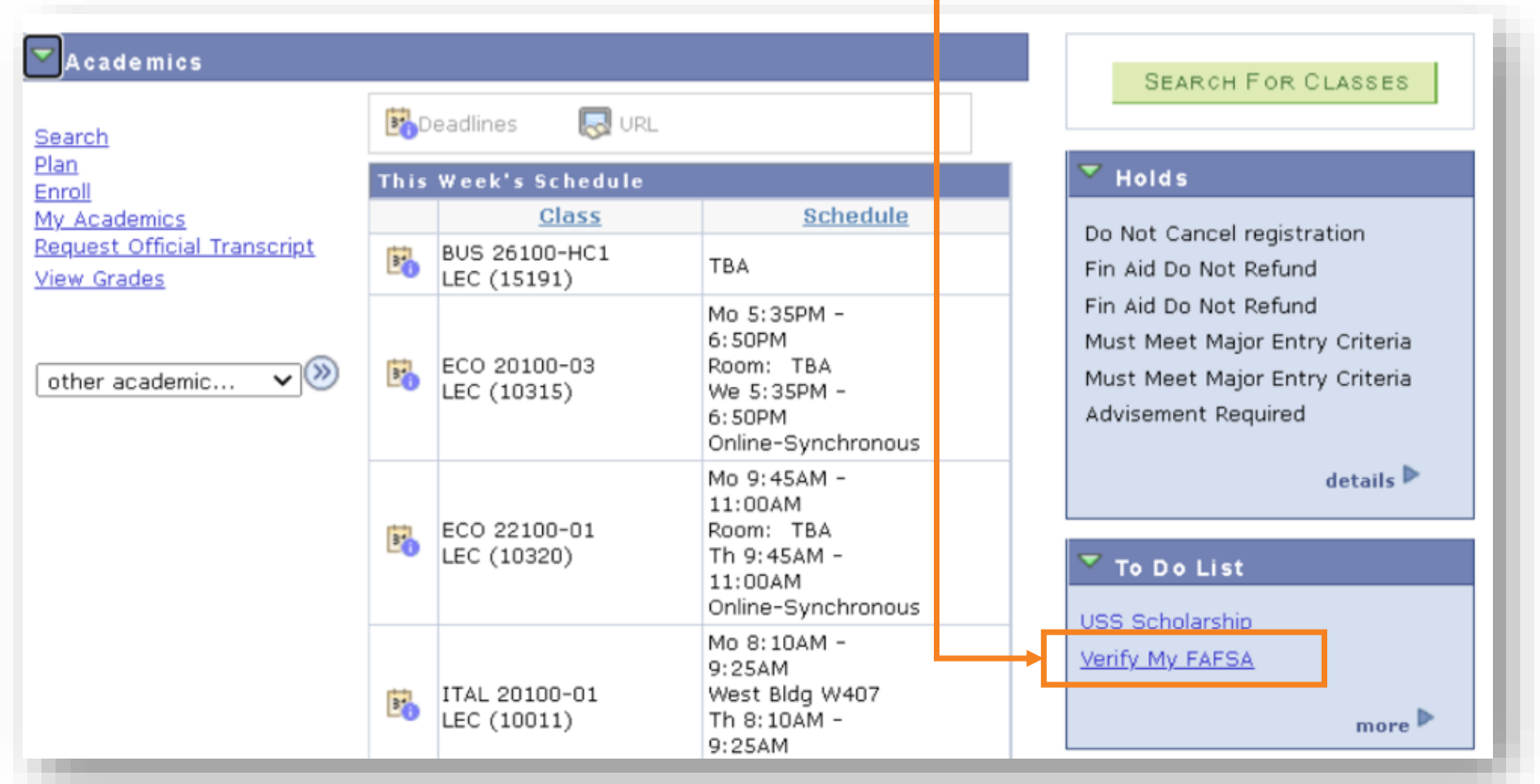
[> Forgot Password](#) [> New User](#)  
[> Forgot Username](#) [> Manage your Account](#)

**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](#).

# How to Access CUNY Student Forms

**Step 2:** Click on [Verify My FAFSA](#) located on your To Do List



The screenshot displays the 'Academics' section of a student portal. On the left, there are navigation links: Search, Plan, Enroll, My Academics, Request Official Transcript, and View Grades. Below these is a search box containing 'other academic...' and a dropdown arrow. The main content area features a 'This Week's Schedule' table with columns for 'Class' and 'Schedule'. The table lists four classes: BUS 26100-HC1 LEC (15191), ECO 20100-03 LEC (10315), ECO 22100-01 LEC (10320), and ITAL 20100-01 LEC (10011). To the right of the schedule is a 'SEARCH FOR CLASSES' button. Below the search box is a 'Holds' section with a list of holds: 'Do Not Cancel registration', 'Fin Aid Do Not Refund', 'Fin Aid Do Not Refund', 'Must Meet Major Entry Criteria', and 'Must Meet Major Entry Criteria Advisement Required'. At the bottom right is a 'To Do List' section containing 'USS Scholarship' and 'Verify My FAFSA'. An orange box highlights the 'Verify My FAFSA' link, and an orange arrow points from the top of the page down to this link.

This Week's Schedule	
Class	Schedule
BUS 26100-HC1 LEC (15191)	TBA
ECO 20100-03 LEC (10315)	Mo 5:35PM - 6:50PM Room: TBA We 5:35PM - 6:50PM Online-Synchronous
ECO 22100-01 LEC (10320)	Mo 9:45AM - 11:00AM Room: TBA Th 9:45AM - 11:00AM Online-Synchronous
ITAL 20100-01 LEC (10011)	Mo 8:10AM - 9:25AM West Bldg W407 Th 8:10AM - 9:25AM

# How to Access CUNY Student Forms

**Step 3:** Click on the Verify My FAFSA link



**To Do List**

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**To Do Item Detail**

**Verify My FAFSA**

<b>Aid Year:</b>	2023
<b>Academic Institution:</b>	Borough of Manhattan CC
<b>Administrative Function:</b>	Financial Aid
<b>Due Date:</b>	02/18/2022
<b>Contact:</b>	Borough of Manhattan Community College
<b>Department:</b>	Panther Station - S225
<b>Phone:</b>	212/220-1430

[finaid@bmcc.cuny.edu](mailto:finaid@bmcc.cuny.edu)  
[Verify My FAFSA](#)

**Verify My FAFSA**

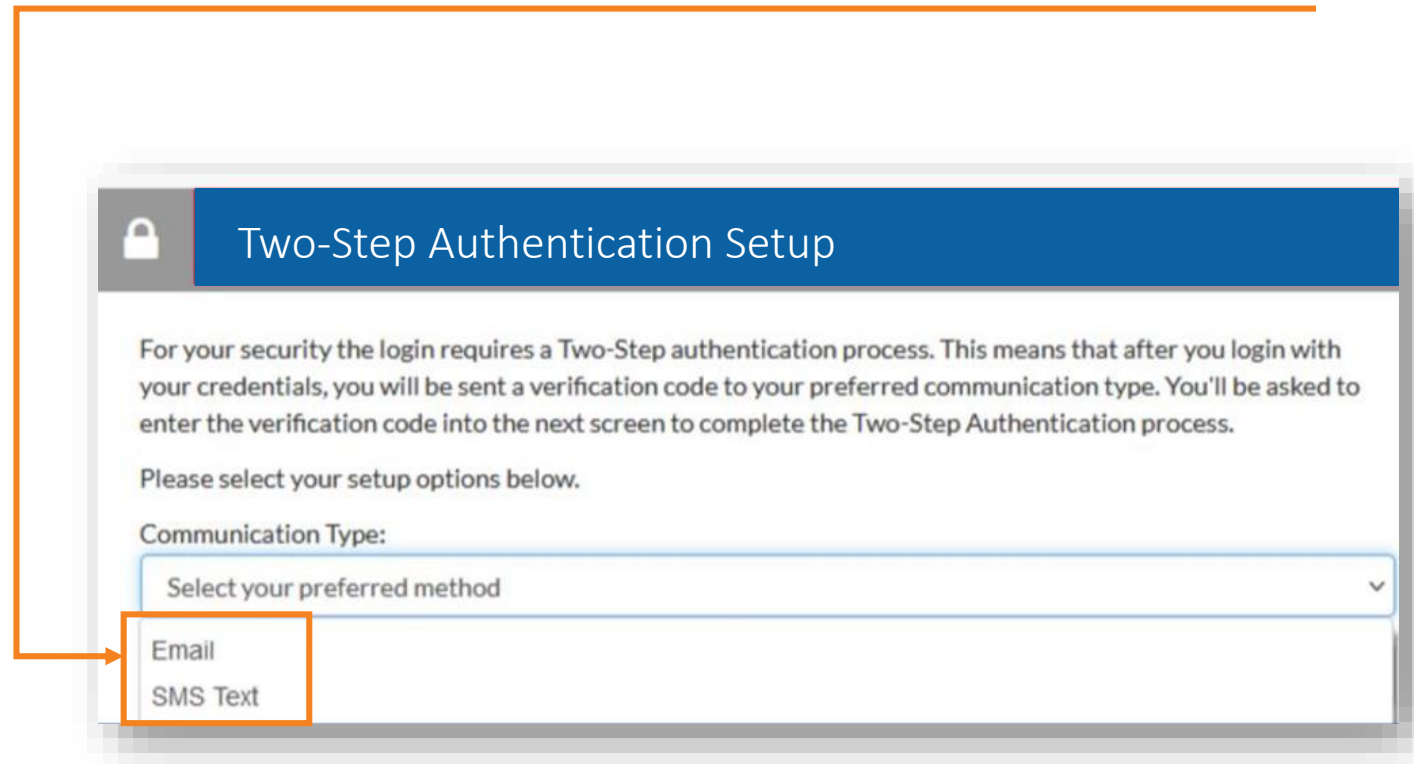
The results of your FAFSA have been received by the college and before your federal aid eligibility can be confirmed, you must resolve outstanding FAFSA task(s). Please review the Verify My FAFSA "To Do List" item for your college of enrollment in CUNYfirst Student Center and click the link to access the CUNY Financial Aid Student Forms Portal.

For first-time users of CUNY Financial Aid Student Forms, you will be required to add a valid email address or phone number to your CUNY Student Forms portal account for an authentication confirmation. You will also be required to complete the registration process and confirm the personal identifying information reported on your FAFSA before you can access the portal.

[Return](#)

# How to Access CUNY Student Forms

**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 the 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.

**Two-Step Authentication Setup**

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.

Please select your setup options below.

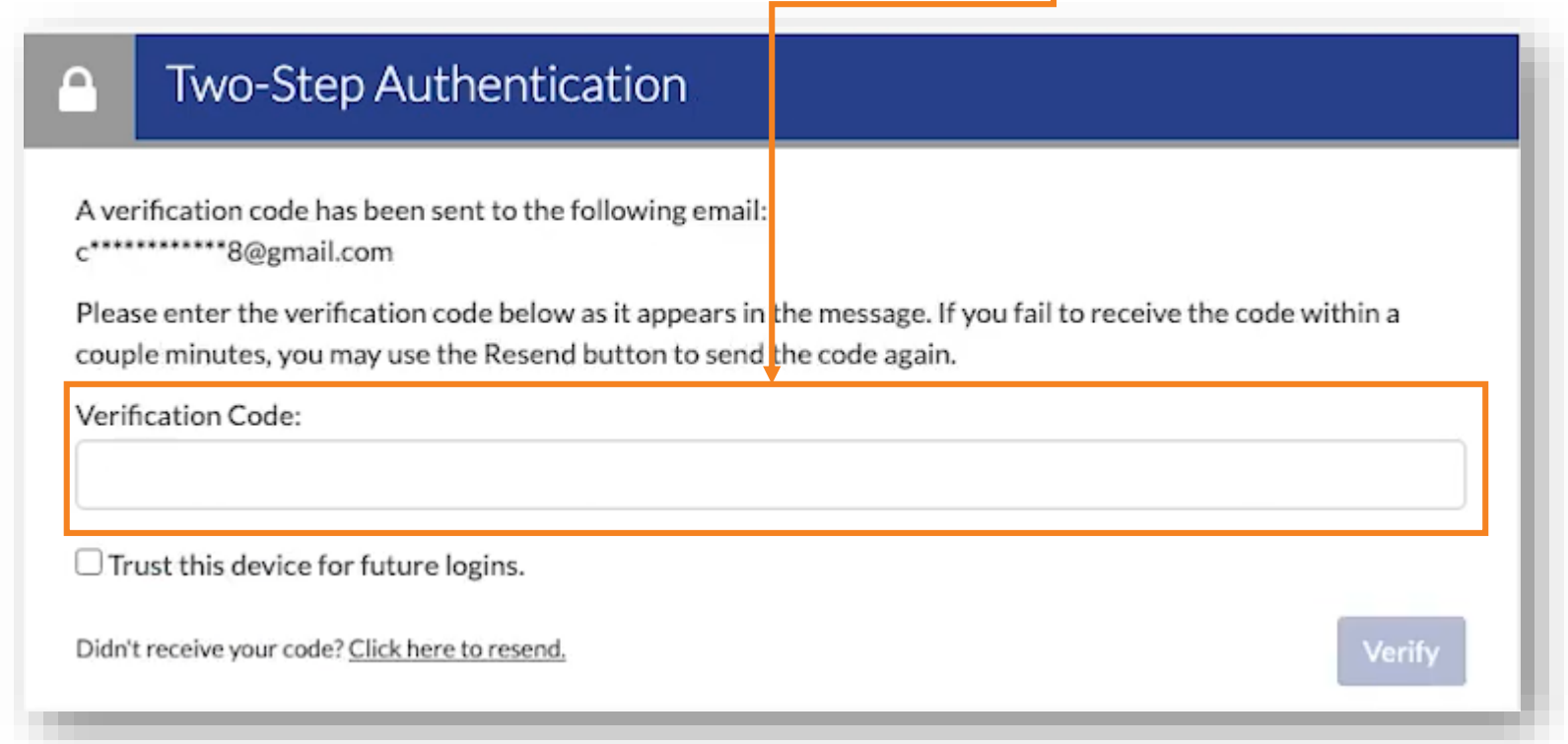
Communication Type:

Select your preferred method

- Email
- SMS Text

# How to Access CUNY Student Forms

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



**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

# How to Access CUNY Student Forms

**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.

### 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?

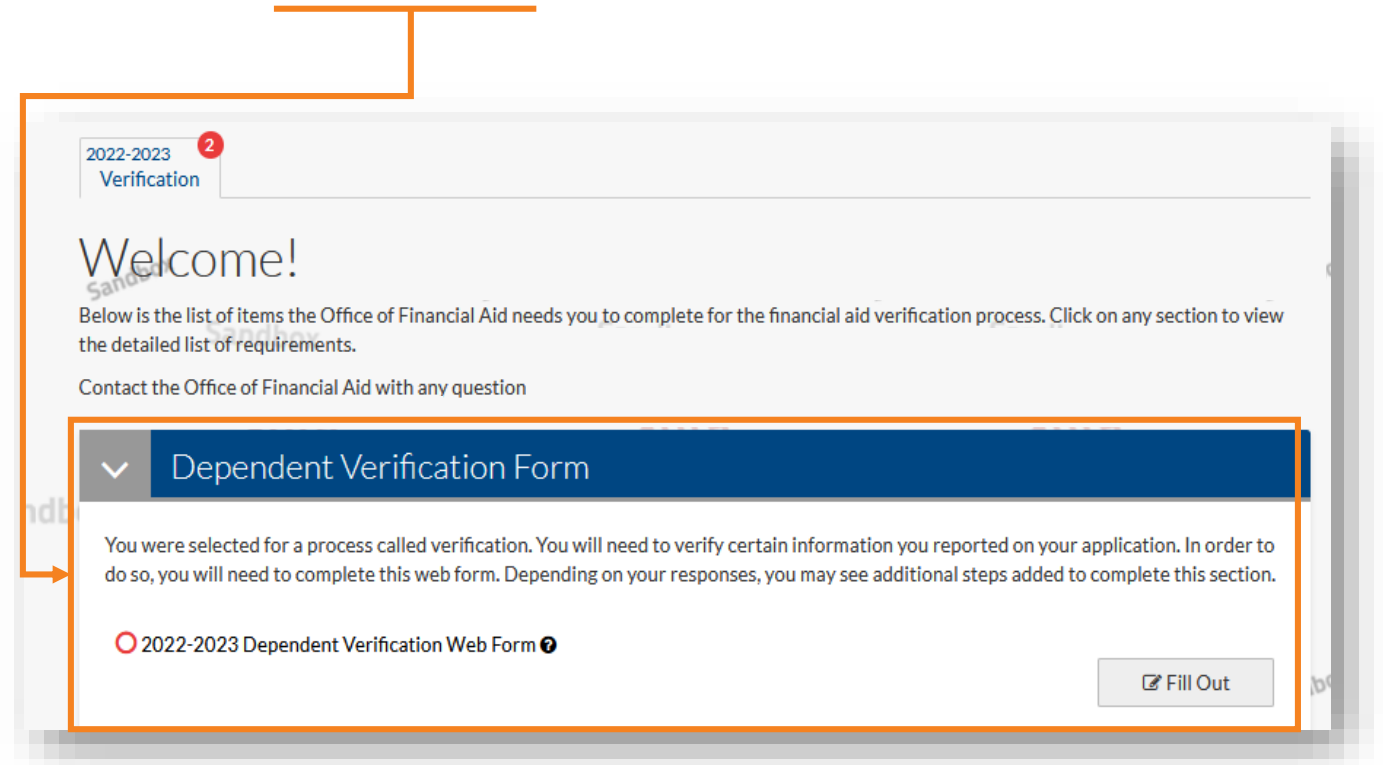
- First name
- Last name
- Date of birth
- Social security number
- Student ID

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](#).

# How to Access CUNY Student Forms

**Step 7:** You're set up! View and complete your **FAFSA Task(s)** in CUNY Student Forms



The screenshot shows a web interface for the 2022-2023 Verification process. At the top left, there is a tab labeled "2022-2023 Verification" with a red notification bubble containing the number "2". Below the tab, the text "Welcome!" is displayed. Underneath, a paragraph states: "Below is the list of items the Office of Financial Aid needs you to complete for the financial aid verification process. Click on any section to view the detailed list of requirements." This is followed by the instruction: "Contact the Office of Financial Aid with any question". A blue expandable menu item is titled "Dependent Verification Form" with a downward arrow icon. Below this menu item, a text block reads: "You were selected for a process called verification. You will need to verify certain information you reported on your application. In order to do so, you will need to complete this web form. Depending on your responses, you may see additional steps added to complete this section." Below this text, there is a link: "2022-2023 Dependent Verification Web Form" with an external link icon. In the bottom right corner of the content area, there is a button labeled "Fill Out" with a pencil icon.