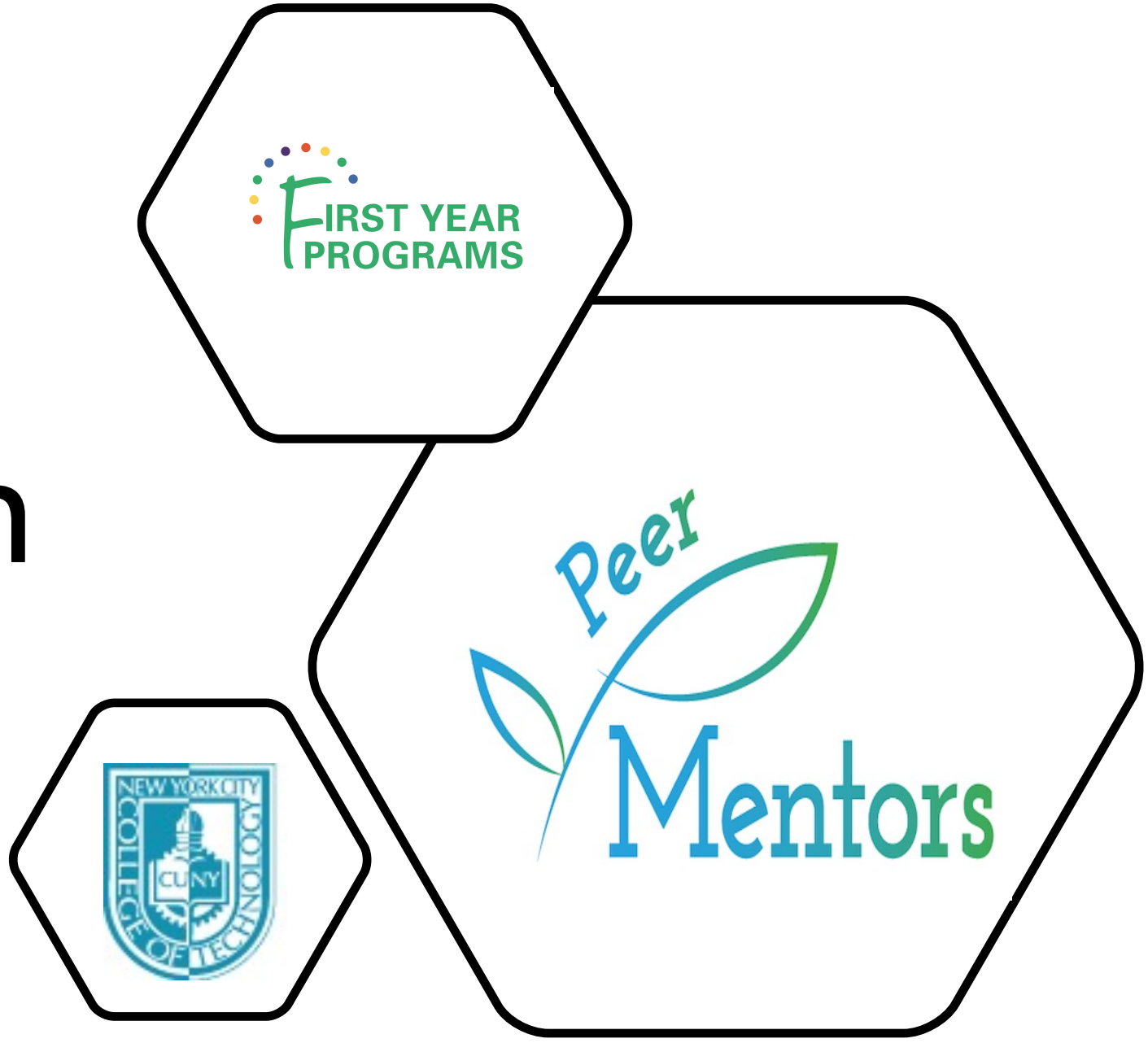
Fall 2021

Registration Workshop



What courses should I take? When should I take them? Should I just take things that fit into my work schedule? How many credits should I take? Does it matter what order I take the classes in? What is the Writing Intensive requirement? Am I working on a Bachelor's Degree? Can I finish it in four years? What is the difference between an AA and an AAS? Do I have an advisor? Do I have a major? Does this class have a lab? Why don't have the pre-requisite for this class? What do I do if the class I need doesn't fit in my schedule? Do I have a hold on my account? What is a hold? When can I register? Will someone tell me if I am taking the wrong classes? Does anyone check my schedule? Why can't I get into this class? What if the class I need isn't being offered this semester?

Although it may not always be obvious, there are a lot of resources at City Tech to help you with the registration process.

Resources

1. Departmental Advisors
2. Academic Advising on City Tech website
3. College Catalog
4. Degree Requirements & Sample Course of Study
   (sometimes called Degree Checklists and Degree Maps)
5. Peer Mentors
6. Schedule Builder
7. DegreeWorks

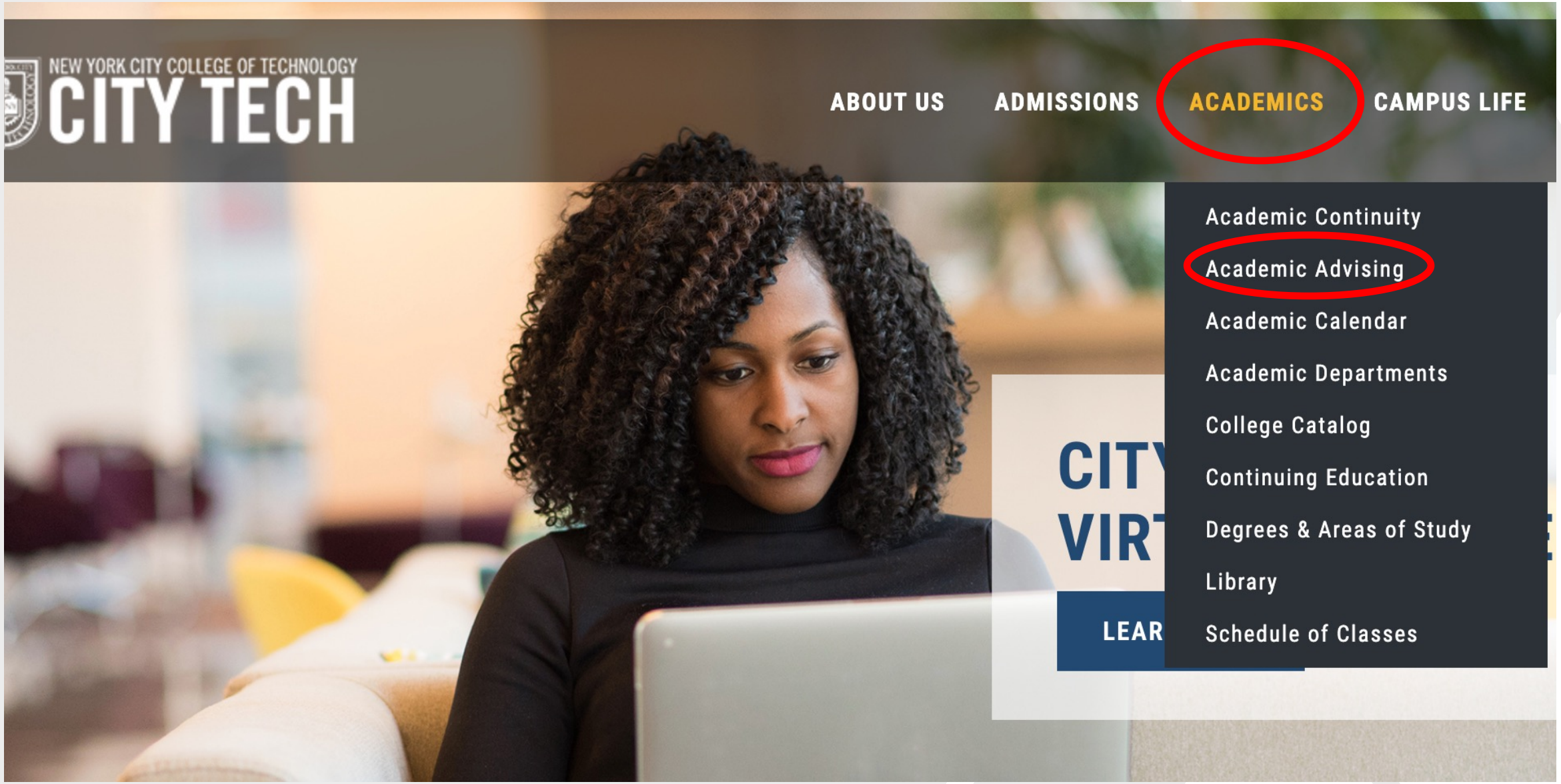
Registration is a TWO part process–

First, you must figure out what classes you need to take.

Second, you must enroll in classes using CUNYfirst and Schedule Builder.

Choosing the Right Courses

How to decide which classes to take and when to take them using Degree Requirements/Degree Checklists and the Sample Course of Study/Degree Maps


NEW YORK CITY COLLEGE OF TECHNOLOGY
CITY TECH
ABOUT US
ADMISSIONS
ACADEMICS
CAMPUS LIFE
Academic Continuity
Academic Advising
Academic Calendar
Academic Departments
College Catalog
Continuing Education
Degrees & Areas of Study
Library
Schedule of Classes
CITY
VIRT
LEAR

Home
Path to Graduation
Prepare for Advisement
Faculty Advisors
Degree Checklist & Maps
My Academic Career Planner
General Education
Resources

Academic Advising

Welcome to City Tech's academic advising web pages. These advising pages are designed to help you take charge of your college planning and to gain a better understanding what to expect each year of college attendance. There is a lot of information here! The following sequence is recommended:

Step 1

Go to the Path to Graduation and expand the Path that corresponds to your status as a first, second, third, or fourth year student.

- First Year Student: 0–30 successfully completed credits
- Second Year Student: 30–60 successfully completed credits
- Third Year Student: 60–90 successfully completed credits
- Fourth Year Student: 90–120 successfully completed credits

Each Path to Graduation is organized chronologically and includes reminders and links to information on course requirements, financial aid information, social opportunities, and important dates to keep in mind, such as registration for upcoming classes.

Step 2

After you have considered your Path, look at the Degree Checklist in the College Catalog that corresponds with your major. This checklist lays out courses required to graduate in your major and suggested maps that show how you might complete your degree in two or four years if you attend college full-time.

Step 3

After considering the courses you still have left to complete, go to the My Academic Career Planner page and use your Degree Checklist and Degreeworks to plan courses for the semesters or years ahead of you. This document can be filled out online or downloaded as a pdf and will be useful to take to your Academic Advisement appointment.

Before you meet with your Advisor, also look at the Six Steps to Prepare for Academic Advisement with a Faculty Advisor. Show up at your appointment prepared!

Step 4

After you familiarize yourself with the advising process, there are more resources related to advisement found on the General Education page, which offers links to sites that describe requirements for City Tech's Common Core courses all students must take in addition to information about CUNY Pathways. The Resources page on this site includes links to many pertinent offerings including financial aid, registration information, student support and library services.

CONTACT US

300 Jay Street
Brooklyn, NY 11201

Prospective/New Students:
Advisement4u@citytech.cuny.edu

Continuing Students:
Visit departmental advisor

Transfer Credit questions:
transfercreditappeal
@citytech.cuny.edu

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Prepare for Advisement

Six Steps to Prepare for Academic Advisement with a Faculty Advisor

1

Step 1

Locate a degree checklist from your department or the City Tech Catalog.

2

Step 2

Log into DegreeWorks. Identify degree requirements to be met and courses "still needed." For help go to the DegreeWorks FAQs.

3

Step 3

Use the Academic Advising web pages to find General Education Common Core, Writing Intensive Courses, Interdisciplinary Courses, and other degree requirements.

4

Step 4

Download My Academic Career Planner.

5

Step 5

Fill in My Academic Career Planner with the courses "still needed."

6

Step 6

Make an appointment with a faculty advisor. Bring a completed My Academic Career Planner and a current degree audit to the meeting. Meet with your academic advisor and bring your questions!

Created by Professors Yu Wang, Qihong Kang, and Karen Goodlad on behalf of the Student Ready Department college-wide initiative

1
Step 1
Locate a degree checklist from your
department or the City Tech Catalog.

College Online Catalog

Home

Information, Policy Procedures

Academics

Library

School of Arts & Sciences

School of Professional Studies

School of Technology & Design

Administration, Faculty, Staff

Advisory Commissions

ARCHIVED CATALOG

Choose the catalog for the semester you first started in your

Fall 2021 Catalog

Mission Statement

New York City College of Technology is a baccalaureate and associate degreegranting institution committed to providing broad access to high quality technological and professional education for a diverse urban population. City Tech's distinctive emphasis on applied skills and place-based learning built upon a vibrant general education foundation equips students with both problemsolving skills and an understanding of the social contexts of technology that make its graduates competitive. A multi-disciplinary approach and creative collaboration are hallmarks of the academic programs. As a community City Tech nurtures an atmosphere of inclusion, respect, and open-mindedness in which all members can flourish.

Education Goals

As a result of a City Tech education, students will:

- Develop knowledge from a range of disciplinary perspectives, and hone the ability to deepen and continue learning.
- Acquire and use the tools needed for communication, inquiry, analysis, and productive work.
- Work productively within and across disciplines.
- Understand and apply values, ethics, and diverse perspectives in personal, professional, civic, and cultural/global domains.

Accreditation

New York City College of Technology is fully accredited by the Board of Regents of the University of the State of New York, the Middle States Commission on Higher Education, (3624 Market Street, Philadelphia, PA 19104, 267-284-5000), the Council of Standards for Human Services Education (CSHSE), the Accreditation Commission for Programs in Hospitality Administration

For every major you will see the following pages in the College Catalog.

Let’s use Computer Systems Technology (CST) as the example today.

Home
Information, Policy Procedures
Academics
Library
School of Arts & Sciences
School of Professional Studies
School of Technology & Design
Administration, Faculty, Staff

Computer Systems - BTECH

Overview | Degree Requirements | Sample Course of Study

This is the only comprehensive curriculum in CUNY that addresses the specific needs of the information technology (IT) industry by integrating theory, hands-on experience and industry exposure to applied skills through a required internship degree program component. It provides the student with the flexibility of choice in specialization areas:

- Database Systems
- Networking and Security
- IT Operation
- Software Development

The program's structures will allow for timely changes in specialization course offerings as the information technology field evolves.

Student Learning Outcomes: General

Students demonstrate:

a. An ability to apply the knowledge, techniques, skills, and modern tools of the discipline to computer systems technology activities.
b. An ability to apply a knowledge of mathematics, science, engineering, and technology to computer systems problems that require application of principles and practical knowledge.
c. An ability to conduct standard tests and measurements, and to conduct, analyze, and interpret experiments.
d. An ability to function effectively as a member of a technical team.
e. An ability to apply written, oral, and graphical communication in both technical and non-technical environments; and an ability to identify and use appropriate technical literature.
f. An understanding of the need for and an ability to engage in self-directed continuing professional development.
g. An understanding of and a commitment to address professional and ethical responsibilities, including a respect

ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

Spring 2021
Fall 2020
Spring 2020

Home
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School of Professional Studies
School of Technology & Design
Administration, Faculty, Staff

ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

Spring 2021
Fall 2020
Spring 2020
Fall 2019
Spring 2019

Computer Systems - BTECH

Overview | Degree Requirements | Sample Course of Study

GENERAL EDUCATION REQUIRED AN[illegible] FCC AND COLLEGE OPTION REQUIREMENTS — 21 TO 25 CREDITS

At least 1 course designated WI is required from the College Option or Gen Ed Flexible Common Core.

ENG 1101	English Composition I	3
ENG 1121	English Composition II	3
COM 1330	Public Speaking [2] or higher (IS)	3
PSY 1101	Introduction to Psychology [2] (IS)	3
PSY 2404	Personnel and Organizational Psychology	3
ID	Interdisciplinary Course	3
MAT 2440	Discrete Structures and Algorithms I [2] (LibArt, WI)	3
MAT 2540	Discrete Structures and Algorithms II [2] (LibArt)	3
	OR	
MAT 1475	Calculus I [2] (LibArt)	4

PROGRAM-SPECIFIC DEGREE REQUIREMENTS — 12 CREDITS

Double Duty [2] Specific courses listed indicate double duty courses, i.e., program degree requirements that also meet general education requirements in that category.

Courses common to all tracks

CST 4800	Project Management (WI)	3

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ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

- Spring 2021
- Fall 2020
- Spring 2020
- Fall 2019
- Spring 2019

Computer Systems - BTECH

Overview | Degree Requirements | Sample Course of Study

SEMESTER 1		TOTAL 16 CREDITS
CST 1100	Introduction to Computer Systems	3
CST 1101	Problem Solving with Computer Programming	3
ENG 1101	English Composition I	3
COM 1330	Public Speaking	3
MAT 1375	Precalculus	4

SEMESTER 2		TOTAL 16 CREDITS
CST 1215	Operating Systems Fundamentals	3
CST 1204	Database Systems Fundamentals	3
CST 1201	Programming Fundamentals	3
ENG 1121	English Composition II	3
ACC 1101	Principles of Accounting I	4

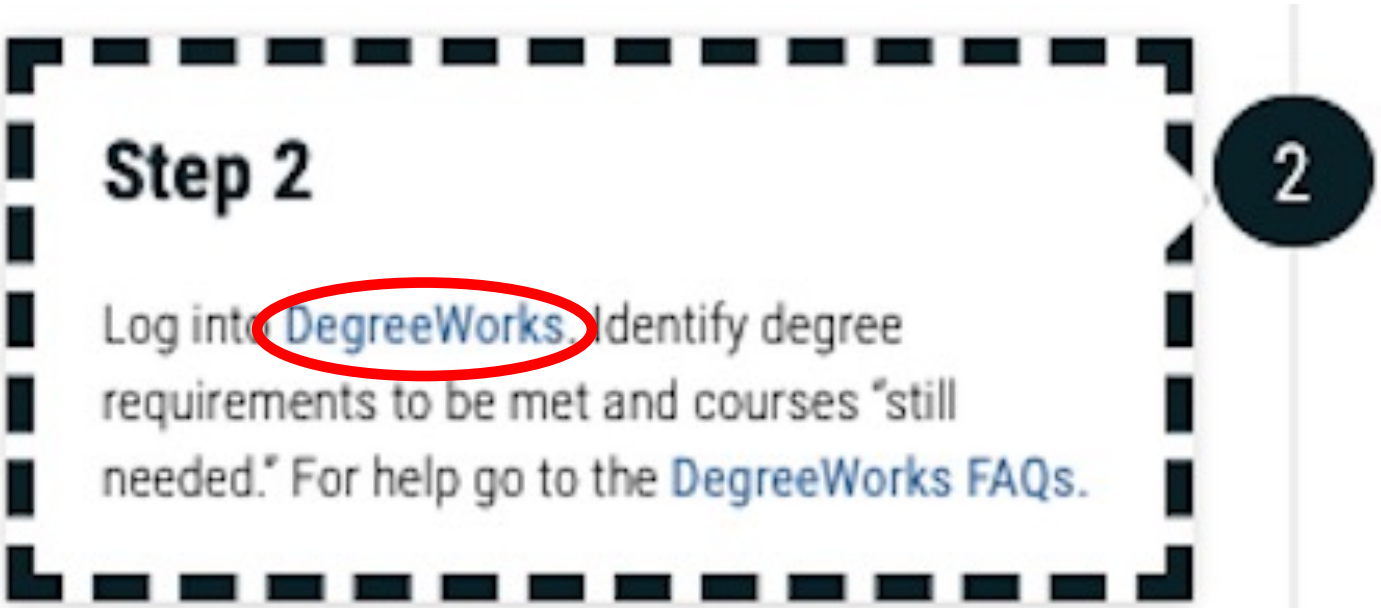
SEMESTER 3		TOTAL 15 CREDITS
CST 2309	Web Programming I	3
CST 2307	Networking Fundamentals	3
LPS	Life and Physical Sciences	3 to 4
PSY 1101	Introduction to Psychology	3
BUS 2425	Business Management	3

SEMESTER 4		TOTAL 13 CREDITS
CST 2400	Computer Systems Management and Support	3
CST 2801	Special Topics in Information Technology	1
CST 2410	Introduction to Computer Security	3
CST 2XXX	Program Elective	3
WCGI	World Cultures and Global	3

FOR SEMESTERS 5 TO 8, CHOOSE ONE OF THE TRACKS BELOW

Database Track >

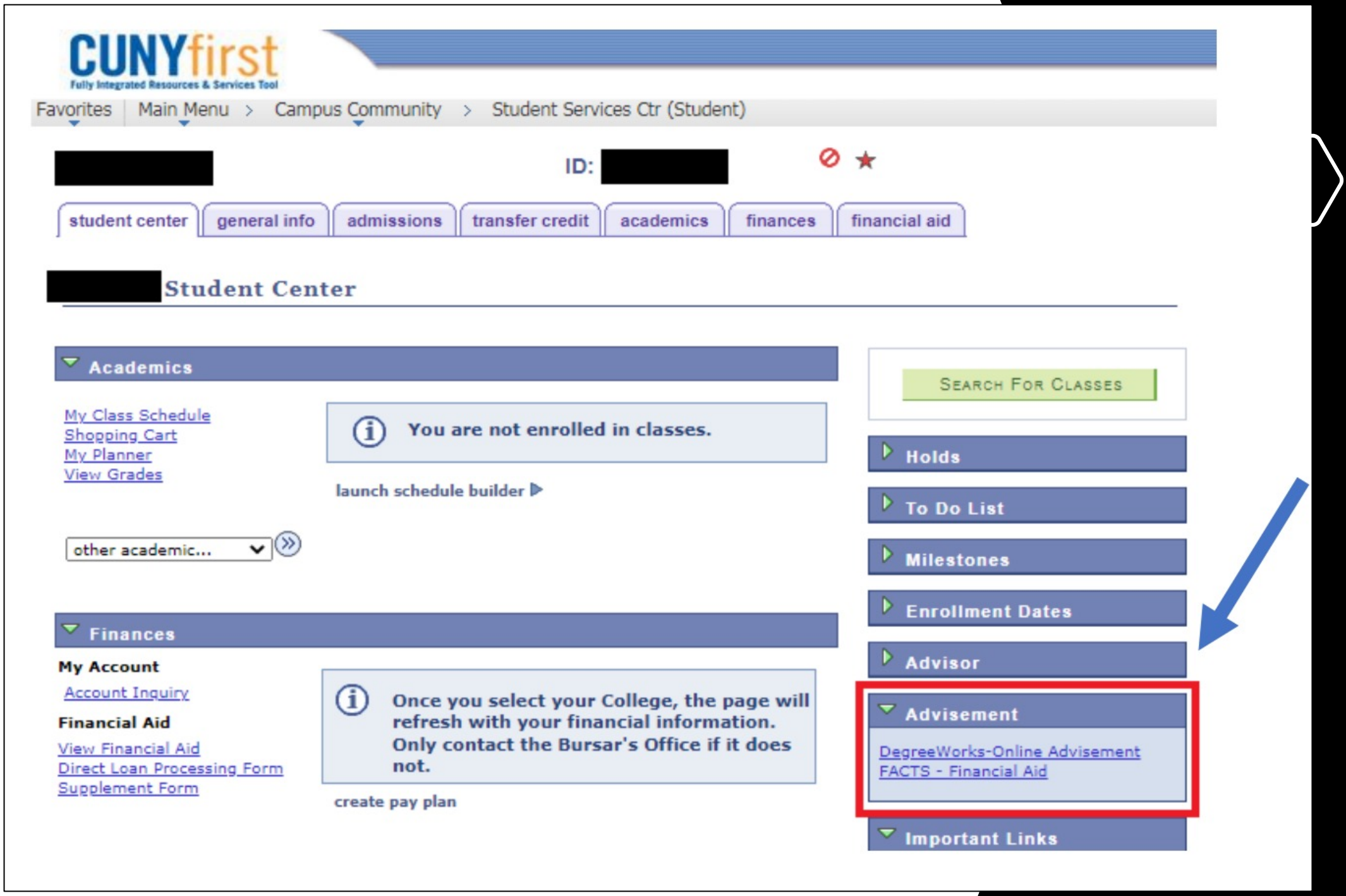
Networking and Security Track >


Step 2
Log into DegreeWorks. Identify degree requirements to be met and courses "still needed." For help go to the DegreeWorks FAQs.
2

What is DegreeWorks?

- DegreeWorks is an easy-to-use, flexible web-based advisement tool
- It is student-specific
- Each degree audit shows a student's program curriculum and overall degree progress
- The DGW audit assists students and their advisors to make informed decisions regarding academic progress toward degree completion

https://www.citytech.cuny.edu/registrar/docs/Student_Guides/How_to_Read_your_DegreeWorks_Presentation.pdf


CUNYfirst
Fully Integrated Resources & Services Tool
Favorites
Main Menu > Campus Community > Student Services Ctr (Student)
[redacted]
ID: [redacted]
student center
general info
admissions
transfer credit
academics
finances
financial aid
[redacted] Student Center
Academics
My Class Schedule
Shopping Cart
My Planner
View Grades
You are not enrolled in classes.
launch schedule builder
other academic...
Finances
My Account
Account Inquiry
Financial Aid
View Financial Aid
Direct Loan Processing Form
Supplement Form
Once you select your College, the page will refresh with your financial information. Only contact the Bursar's Office if it does not.
create pay plan
SEARCH FOR CLASSES
Holds
To Do List
Milestones
Enrollment Dates
Advisor
Advisement
DegreeWorks-Online Advisement
FACTS - Financial Aid
Important Links

3

Step 3

Use the Academic Advising web pages to find General Education, Common Core, Writing Intensive Courses, Interdisciplinary Courses, and other degree requirements.

Home
Path to Graduation
Degree Checklist & Maps
My Academic Career Planner
General Education
Overview
Required Common Core
Flexible Common Core
Liberal Arts & Sciences
Writing Intensive
Interdisciplinary Courses
Resources

General Education at City Tech

Beyond the specific requirements of their degree programs, City Tech students experience our signature General Education Common Core that encompasses the knowledge, skills, and values determined by the faculty to be essential for success in every degree program. Grounded in the liberal arts and sciences, and integrated into every major, Gen Ed at City Tech inspires students to make connections across disciplinary lines and enriches their understanding of the moral, civic, and creative dimensions of life. It is the foundation for our hallmark technological and professional programs of study.

City Tech's General Education Common Core enables students to meet CUNY's Pathways requirements while also meeting the degree requirements of their programs. The requirements include specific classes, categories of classes, and overall requirements which vary by degree. You can find a searchable, sortable list of all of City Tech's general education classes here: http://www.citytech.cuny.edu/advisement/liberal-arts-sciences.aspx.

Pathways Requirements

Pathways is the name of CUNY's general education categories that reinforce educational excellence while easing student transfer between CUNY colleges. The requirements under the Pathways Initiative apply to all new students, first-year and transfers, and to students readmitted after an absence longer than two semesters.

Note: Students who began taking courses before Fall 2013 and who are returning after an absence of more than one semester may consider it preferable to remain with the graduation and general education requirements in place at the time they first enrolled. To request permission to do so, please click on the "Opt Out" PDF form and follow all instructions. Cases will be decided individually, based on major and requirements.

CONTACT US

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Brooklyn, NY 11201

Prospective/New Students:
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Continuing Students:
Visit departmental advisor

Transfer Credit questions:
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@citytech.cuny.edu

Overall Requirements

Required Common Core

Flexible Common Core

College Option

Liberal Arts

The liberal arts and sciences comprise the disciplines of literature and the humanities, natural sciences and mathematics, and social science. For more details, please read the New York State Department of Education's definition. To fulfill your liberal arts requirements under the College Option, you may take any of the classes below that are not already included in the degree requirements and department of your major.

EC=English Composition | **MQR**=Mathematical and Quantitative Reasoning | **LPS**=Life and Physical Sciences | **WCGI**=World Cultures and Global Issues | **USED**=US Experience in Its Diversity | **IS**=Individual and Society | **CE**=Creative Expression | **SW**=Scientific World | **Lib Art**=Liberal Arts | **Adv Lib Art**=Advanced Liberal Arts

Filtering tips: You can type the course name in the empty box under "Course Name" column to check for Pathways compatibility. Alternatively, click on any column header except "Course Title" to sort the courses accordingly.

Course Name	Course Title	Credits	EC	MQR	LPS	WCGI	USED	IS	CE	SW	Lib Art	Adv Li...
AFR null	The Heritage of Imperialism	3				Yes					Yes	
AFR null	Black New York - Interdisci...	3					Yes				Yes	
AFR 1130	Africana Folklore	3				Yes					Yes	
AFR 1301	Introduction to the Art of Af...	3							Yes		Yes	
AFR 1304	African American Art	3							Yes		Yes	
AFR 1311	African-American/Caribbea...	3							Yes		Yes	
AFR 1321	Black Theater	3							Yes		Yes	
AFR 1401	African Governments (Politi...	3				Yes					Yes	
AFR 1460	Early African History	3				Yes					Yes	
AFR 1461	Modern African History	3				Yes					Yes	
AFR 1466	Modern African-American ...	3					Yes				Yes	
AFR 1467	Afro-Caribbean History	3				Yes					Yes	
AFR 1501	Seminar in Current Commu...	3					Yes				Yes	
AFR 1502	The Sociology of Urban Pov...	3					Yes				Yes	
AFR 1503	Hip-Hop Worldview	3							Yes		Yes	
AFR 2000	Blacks in Media: Race, Gen...	3						Yes			Yes	Yes

Summer 2019 Writing Intensive Courses

Students at New York City College of Technology must complete two courses designated writing intensive (WI) for the associate level, one from general education requirements (GenEd) and one from the major; and two additional courses designated WI for the baccalaureate level, one from GenEd and one from the major.

Some courses can be offered either as writing intensive or not, so the section number matters!

The list below includes all WI courses for the current semester. To refer to a list of WI courses and section numbers from past semester, please refer to the archive page. To see how transferred credits affect WI credit, look at the general education overview.

Filtering tips: You can type the course name in the empty box under "Course Name" column to check for Pathways compatibility. Alternatively, click on any column header except "Writing Intensive" to sort the courses accordingly.

Course Name	Course Title	Section	Credits	Writing Intensive
BIO 2312	Human Anatomy and Physiolo...	D618	4	Yes
BIO 2312	Human Anatomy and Physiolo...	D619	4	Yes
BIO 2312	Human Anatomy and Physiolo...	D621	4	Yes
BIO 2312	Human Anatomy and Physiolo...	D623	4	Yes
BIO 2312	Human Anatomy and Physiolo...	D920	4	Yes
BIO 2312	Human Anatomy and Physiolo...	D922	4	Yes
BIO 2312	Human Anatomy and Physiolo...	E214	4	Yes
BIO 2312	Human Anatomy and Physiolo...	E215	4	Yes
BIO 2312	Human Anatomy and Physiolo...	E315	4	Yes
BIO 2312	Human Anatomy and Physiolo...	E316	4	Yes
BUF 3100	Trend Forecasting and Social ...	D550	3	Yes
BUS 2425	Business Management	D630	3	Yes
BUS 2425	Business Management	E150	3	Yes
CHEM 1210	General Chemistry II	D514	4	Yes
CHEM 1210	General Chemistry II	D515	4	Yes

Interdisciplinary Courses

All baccalaureate students are required to complete one interdisciplinary liberal arts and sciences course.

Interdisciplinary study focuses on questions, problems, and topics too complex or too broad for a single discipline or field to encompass adequately; such studies thrive on drawing connections between seemingly exclusive domains. To be considered an interdisciplinary course at City Tech, the course must be team-taught by more than one faculty member from two or more departments in the College (exceptions are made for departments that provide a home for multiple disciplines, such as Humanities and Social Science).

Since not every section of a class that might qualify for the interdisciplinary designation in a semester will fit all the criteria, please be careful that the section you register for is listed as "ID." To count toward the interdisciplinary requirement, the course number must end in the letters "ID," as in PHIL 2203ID and ENG 1161ID or be one of the approved ePermit options for the semester in which you take it.

Below is a list, by semester, of sections that qualify. To refer to a list of ID courses and section numbers from past semester, please refer to the archive page.

Spring 2019 | **Fall 2018** | **Summer 2018** | **Spring 2018**

Course	Title	Section	Class#	Time	Rooom
AFR 2402ID	The Heritage of Imperialism	D895	54450	Tu 2:30PM-5:00PM	P-511
AFR 2402ID	The Heritage of Imperialism	HD94	34622	Th	N-1018/ OL-01
AFR 3000ID	Black New York	D898	34620	Tu 2:30PM-5:00PM	N-616
ARTH 2101ID	Healing the Body	HD34	34736	Tu 2:30PM-5:00PM	P-503
CST 1102ID	Programming Narratives: Computer Animated Storytelling	D636	35494	Tu 12:00PM-2:30PM	N-904
ECON	Environmental Economics	D722	35646	Mo 11:30AM-2:00PM	M-301

Step 4
4
Download My Academic Career Planner.

5
Step 5
Fill in My Academic Career Planner with the courses "still needed."

Academic Advising

Academics / Academic Advising / My Academic Career Planner

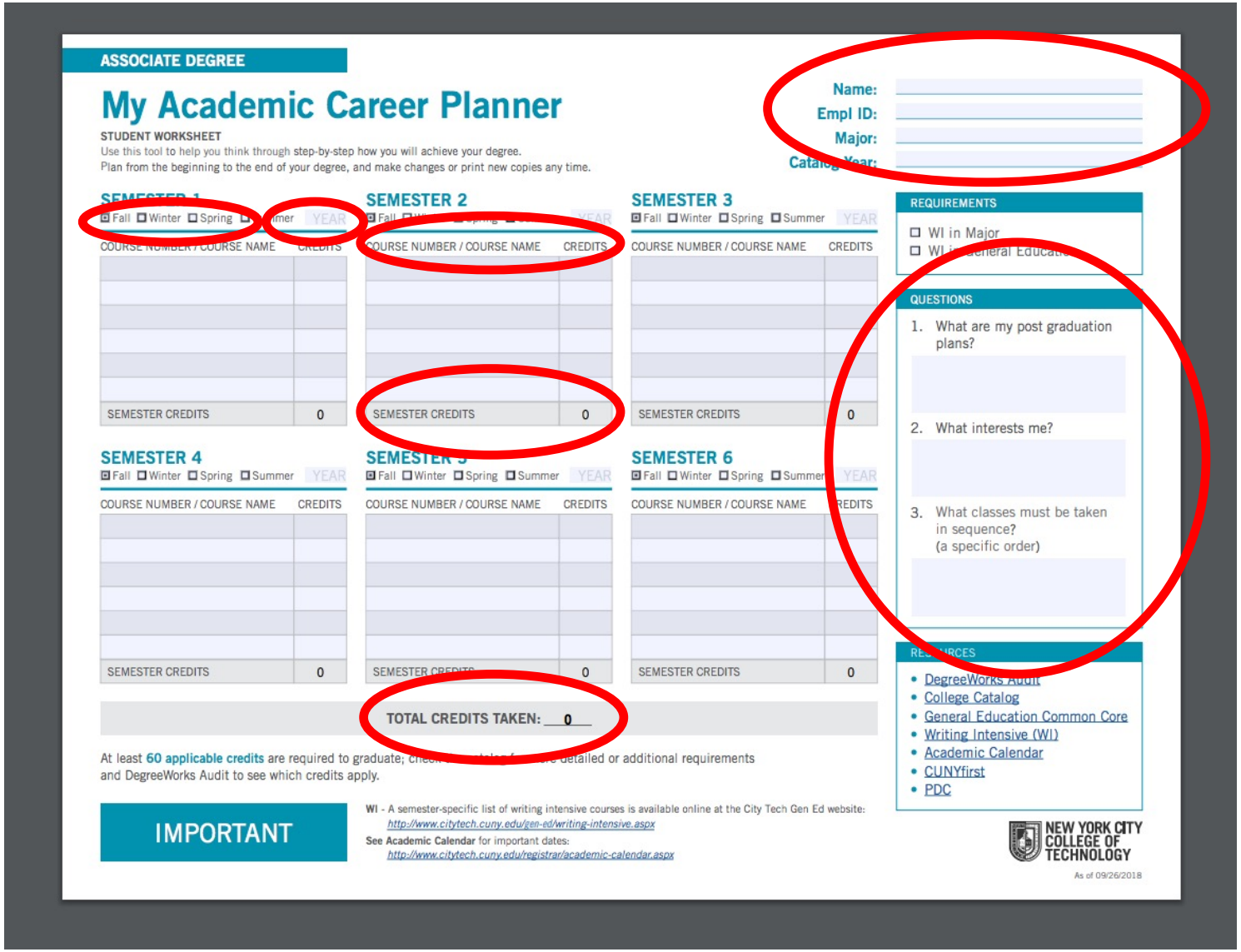
- Home
- Path to Graduation
- Prepare for Advisement
- Faculty Advisors
- Degree Checklist & Maps
- My Academic Career Planner
- General Education

Academic Career Planner

- My Academic Career Planner - Associate Degree PDF
- My Academic Career Planner - Bachelor Degree PDF

These planning documents can be used in conjunction with your degree checklist and map (found in the catalog) and DegreeWorks to lay out the classes and timing that works best for you from the start to the end of your time at City Tech. You can download and save the planner as a clickable and fillable pdf file, or print the file and fill it in with pen or pencil.

Either way, once you've laid out your plans, bring it to an advisement meeting with a faculty advisor in your department to go over together. And don't forget to save the planner for future reference. You will need to update your planner after finishing each semester at City Tech!



ASSOCIATE DEGREE

My Academic Career Planner

STUDENT WORKSHEET

Use this tool to help you think through step-by-step how you will achieve your degree.
Plan from the beginning to the end of your degree, and make changes or print new copies any time.

Name:
Empl ID:
Major:
Catalog Year:

SEMESTER 1

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 2

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 3

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 4

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 5

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 6

☑ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

TOTAL CREDITS TAKEN: 0

At least **60 applicable credits** are required to graduate; [illegible] detailed or additional requirements and DegreeWorks Audit to see which credits apply.

IMPORTANT

WI - A semester-specific list of writing intensive courses is available online at the City Tech Gen Ed website: http://www.citytech.cuny.edu/gen-ed/writing-intensive.aspx

See Academic Calendar for important dates: http://www.citytech.cuny.edu/registrar/academic-calendar.aspx

REQUIREMENTS

- ☐ WI in Major
- ☐ WI in General Educati[illegible]

QUESTIONS

1. What are my post graduation plans?
2. What interests me?
3. What classes must be taken in sequence? (a specific order)

RESOURCES

- DegreeWorks Audit
- College Catalog
- General Education Common Core
- Writing Intensive (WI)
- Academic Calendar
- CUNYfirst
- PDC

NEW YORK CITY COLLEGE OF TECHNOLOGY

As of 09/26/2018

BACHELOR'S DEGREE

My Academic Career Planner

STUDENT WORKSHEET

Use this tool to help you think through step-by-step how you will achieve your degree. Plan from the beginning to the end of your degree, and make changes or print new copies any time.

Name:
Empl ID:
Major:
Catalog Year:

SEMESTER 1
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 2
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 3
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 4
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 5
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 6
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 7
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 8
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 9
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 10
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 11
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

SEMESTER 12
☐ Fall ☐ Winter ☐ Spring ☐ Summer YEAR

COURSE NUMBER / COURSE NAME	CREDITS
SEMESTER CREDITS	0

TOTAL CREDITS TAKEN: 0

At least **120 applicable credits** are required to graduate; check the catalog for more detailed or additional requirements and DegreeWorks Audit to see which credits apply.

REQUIREMENTS

- ☐ WI in Major
- ☐ WI in Major
- ☐ WI in General Education
- ☐ WI in General Education
- ☐ Advanced Liberal Arts or Foreign Language Sequence

QUESTIONS

1. What are my post graduation plans?
2. What interests me?
3. What classes must be taken in sequence? (a specific order)

RESOURCES

- DegreeWorks Audit
- College Catalog
- General Education Common Core
- Writing Intensive (WI)
- Academic Calendar
- CUNYfirst
- PDC

IMPORTANT

WI - A semester-specific list of writing intensive courses is available online at the City Tech General Education website:
http://www.citytech.cuny.edu/gen-ed/writing-intensive.aspx
See Academic Calendar for important dates:
http://www.citytech.cuny.edu/registrar/academic-calendar.aspx

NEW YORK CITY COLLEGE OF TECHNOLOGY

As of 09/26/2018

Step 6

6

Make an appointment with a faculty advisor. Bring a completed My Academic Career Planner and a current degree audit to the meeting. Meet with your academic advisor and bring your questions!

Academic Advising

Academics / Academic Advising / Faculty Advisors

- Home
- Path to Graduation
- Prepare for Advisement
- Faculty Advisors
- Degree Checklist & Maps
- My Academic Career Planner
- General Education
- Resources

CONTACT US

300 Jay Street
Brooklyn, NY 11201

Prospective/New Students:
Advisement4u@citytech.cuny.edu

Continuing Students:
Visit departmental advisor

Faculty Advisors

Architectural Technology

(AAS & BTech in Architectural Technology, Bachelor of Architecture)

Biological Sciences

(BS in Biomedical Informatics)

Business

(AAS in Accounting, AAS in Marketing Management & Sales, AAS in Ophthalmic Dispensing, AS & BS in Business and Technology of Fashion)

Remote Advisement Schedule for Business

All initial academic advisement will be via email

Students should first refer to the Department's web page, which provides a lot of information about advisement:www.citytech.cuny.edu/business/student-resources.aspx

If your question is not answered on the site, please email us at business@citytech.cuny.edu

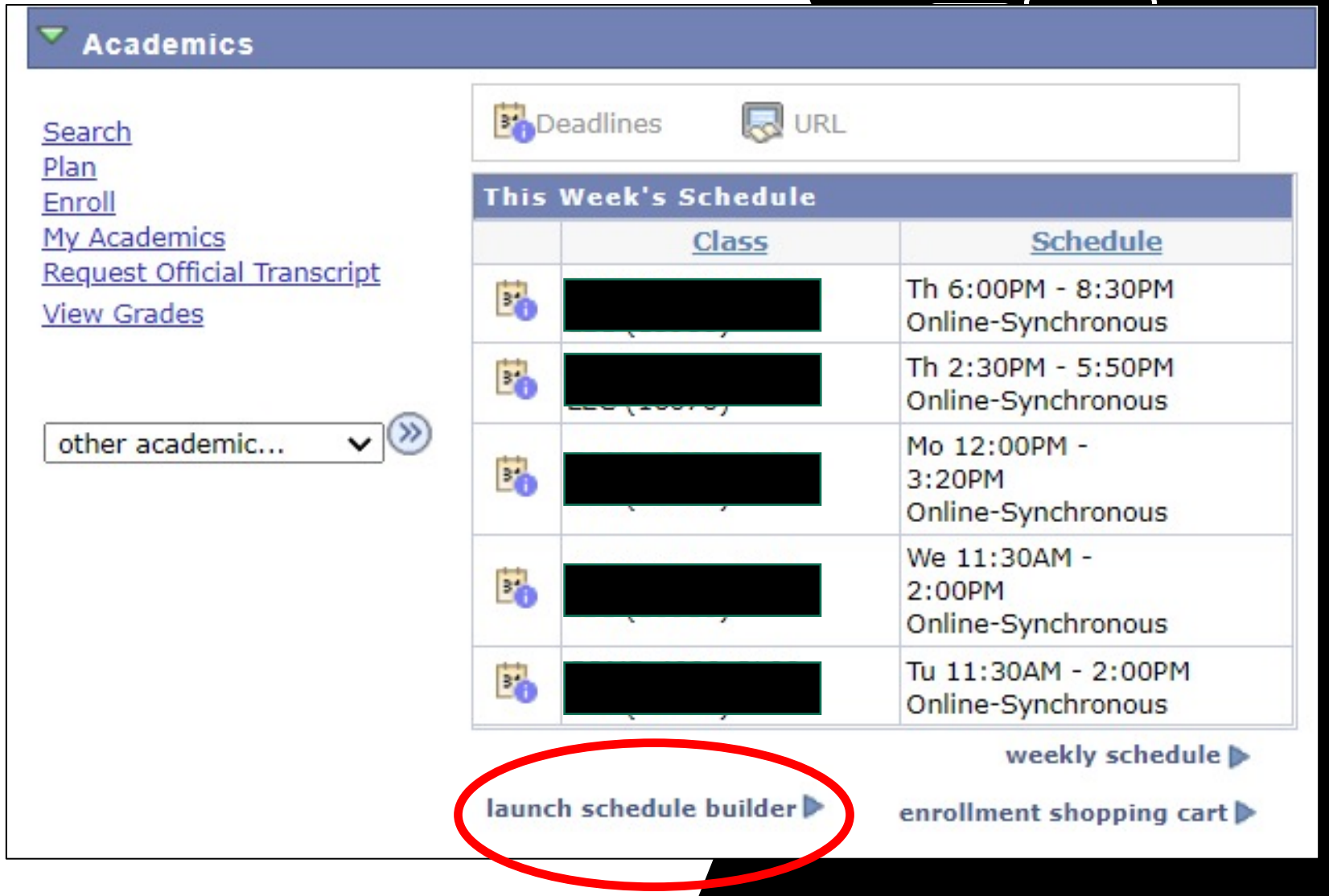
Remote Advisement Schedule for Vision Care Program

Making the Perfect Schedule

How to select your classes using CUNYfirst and Schedule Builder

How to Access Schedule Builder

- Log into CUNYfirst
- Click Student Center
- Go to “Academics”
- Launch Schedule Builder



https://www.citytech.cuny.edu/registrar/docs/Student_Guides/How_to_Use_Schedule_Builder_Presentation.pdf