Express Sessions Registration via Schedule Builder

The following steps are how a student can register for Express Sessions via Schedule Builder.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Log into CUNYfirst: <a href="https://home.cunyfirst.cuny.edu">https://home.cunyfirst.cuny.edu</a> to access Student Center via the CUNYfirst Menu.</td>
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<tr>
<td>2</td>
<td>Click <strong>Launch Schedule Builder</strong></td>
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<tr>
<td>3</td>
<td>Click on the Semester (e.g. Fall 2021, Spring 2022, etc.)</td>
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<tr>
<td>4</td>
<td>Click <strong>Advanced Search</strong></td>
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</tbody>
</table>
### Step 5
Pick **Session - Seven Week—First** OR **Eight Week-Second** and click **Search**:

![Session selection](image)

### Step 6
Available Courses in this session will show on the right. Check off course(s) to search available schedules:

![Course list](image)

### Step 7
Click on Arrow to Expand Course Details. On Session drop down pick **Fall/Spring Term—Seven Week—First** OR **Fall/Spring—Eight Week—Second** to only show sections available in these sessions:

![Course details](image)
Step 8  The available class schedules will show. If there is more than 1 schedule available you can use arrows to see available options. In the example below ENG 101 is in Seven Week First and ECO 201 is in Eight Week Second.

You can also view the calendar to see the overall dates for these courses in bottom right:

10  Click Get this Schedule to proceed to Enrollment:

11  Click Do Actions to Enroll:

You should get a result of “Success” indicating you are officially enrolled or waitlisted if class is full.