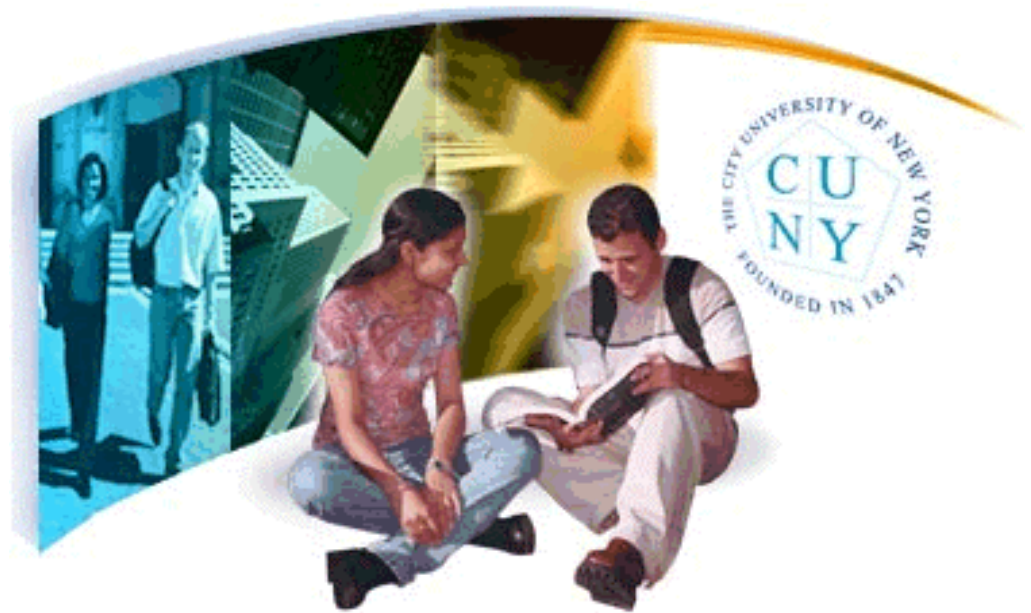


The CUNY ePermit

The on-line permit process for taking courses at other CUNY Colleges.





May 5, 2004

HONORS COLLEGE CUNY TV CONTINUING ED

cuny.edu Find Email/Phone Site Map

College websites... GO! Search... GO!

PROSPECTIVE Students CURRENT Students FACULTY & STAFF ALUMNI & VISITORS



THE CITY *founded 1847*
UNIVERSITY
OF NEW YORK

THE NATION'S LEADING URBAN PUBLIC UNIVERSITY
SERVING MORE THAN 400,000 STUDENTS AT
19 COLLEGES IN NEW YORK CITY.

Click Here

- Colleges & Academic Programs
- News
- Admissions & Financial Aid
- Events
- Libraries
- About CUNY
- Administration
- Trustees
- Jobs at CUNY
- Portal Help
- Log-in

Chancellor's Corner



- "CUNY needs continued investment in academic core of the University."
- Extending Tenure Clock

((SPOTLIGHT))



- Scholars in the Neighborhood: Students learn politics as interns in legislators' offices.

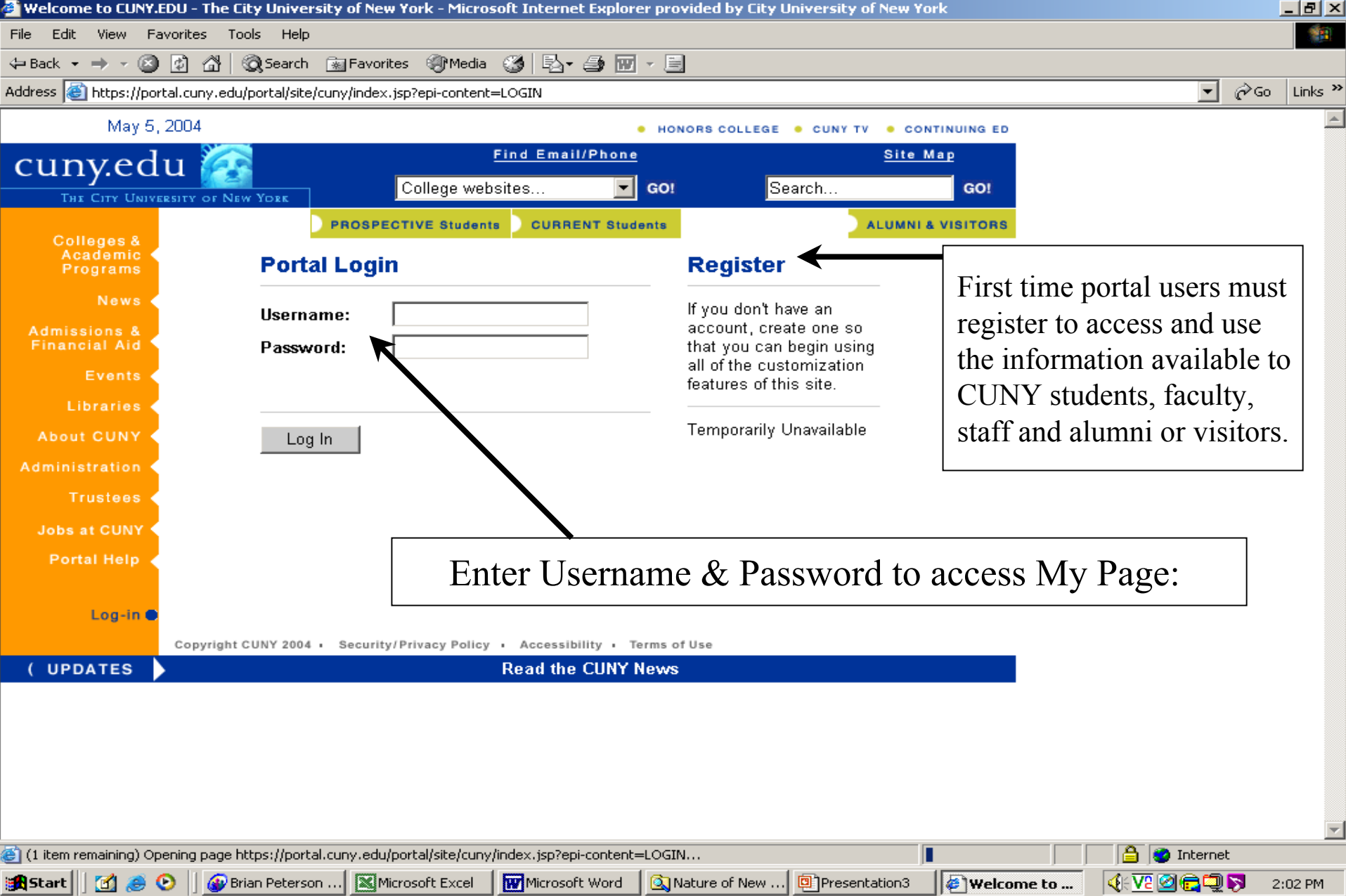
WHAT'S NEW @ CUNY

- Citizenship Now!
- Visit CUNY Open Houses
- CUNY on the Job
- Intellectual Property Policy Affirmed

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(UPDATES) Weekend Programs: Earn More, Learn More

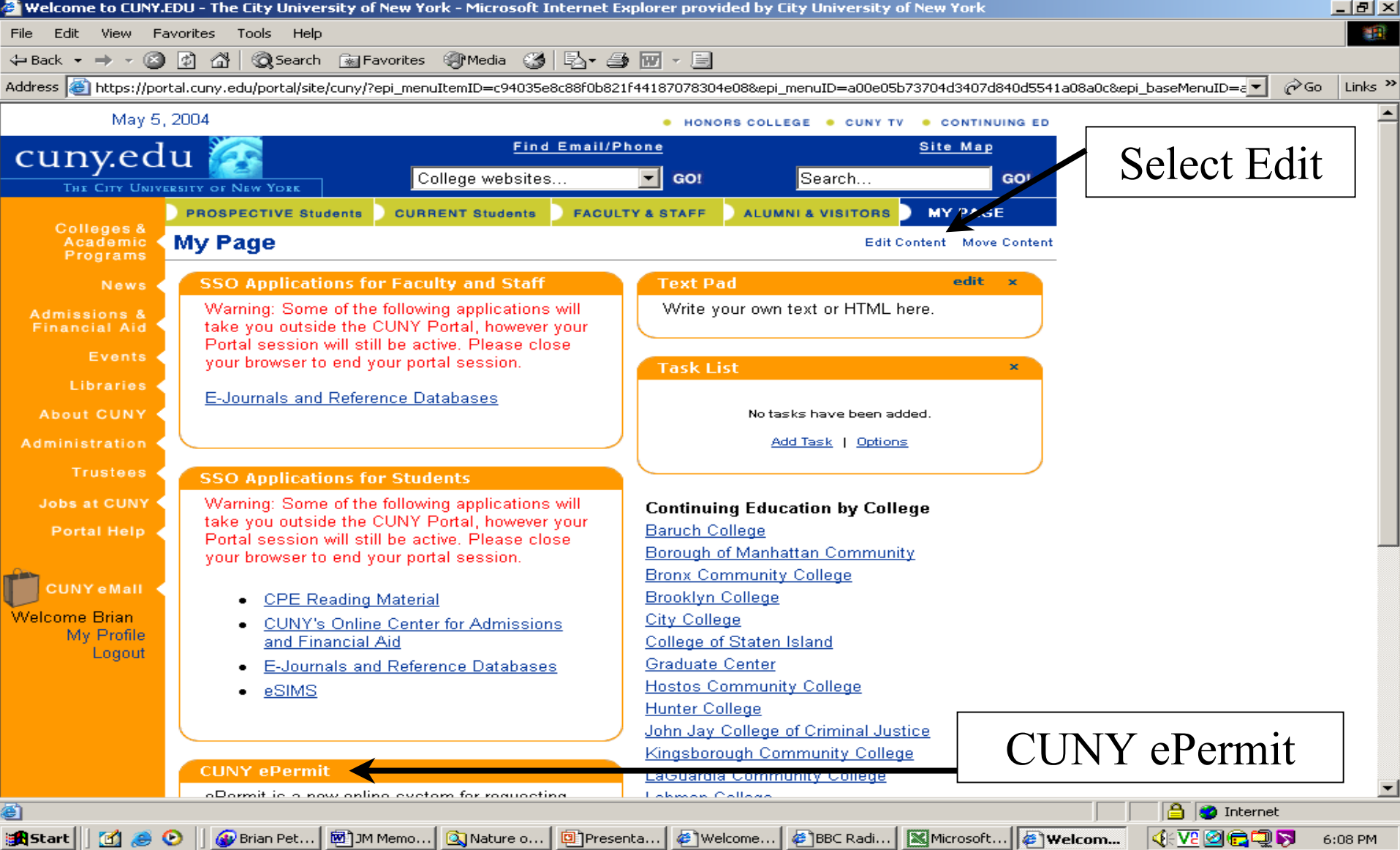
CUNY Portal @ www.cuny.edu



First time portal users must register to access and use the information available to CUNY students, faculty, staff and alumni or visitors.

Enter Username & Password to access My Page:

Portal Login Screen



Select Edit

CUNY ePermit

- 1- My Page: Customize your page by selecting edit to change information.
- 2- Access CUNY ePermit from My Page.

Welcome to CUNY.EDU - The City University of New York - Microsoft Internet Explorer provided by City University of New York

File Edit View Favorites Tools Help

Address https://portal.cuny.edu/portal/site/cuny/?epi_menuItemID=c94035e8c88f0b821f44187078304e08&epi_menuID=a00e05b73704d3407d840d5541a08a0c&epi_baseMenuID=a Go Links >>

Jobs at CUNY
Portal Help

CUNY eMail
Welcome Brian
My Profile
Logout

Warning: Some of the following applications will take you outside the CUNY Portal, however your Portal session will still be active. Please close your browser to end your portal session.

- [CPE Reading Material](#)
- [CUNY's Online Center for Admissions and Financial Aid](#)
- [E-Journals and Reference Databases](#)
- [eSIMS](#)

CUNY ePermit

ePermit is a new online system for requesting approval to take a course at a CUNY college other than one's home college. It is solely for use by CUNY students, faculty and staff.

To report problems with ePermit, click on the **Portal Help** link on the left side of this CUNY portal page and send us an email that documents your problem or question.

[ePermit](#)

Continuing Education by College

- [Baruch College](#)
- [Borough of Manhattan Community](#)
- [Bronx Community College](#)
- [Brooklyn College](#)
- [City College](#)
- [College of Staten Island](#)
- [Graduate Center](#)
- [Hostos Community College](#)
- [Hunter College](#)
- [John Jay College of Criminal Justice](#)
- [Kingsborough Community College](#)
- [LaGuardia Community College](#)
- [Lehman College](#)
- [Medgar Evers College](#)
- [New York City College of Technology](#)
- [Queensborough Community College](#)
- [Queens College](#)
- [York College](#)

Apply to CUNY

- [CUNY's Online Center for Admissions and Financial Aid](#)

Bookmark edit x

There are no saved sites

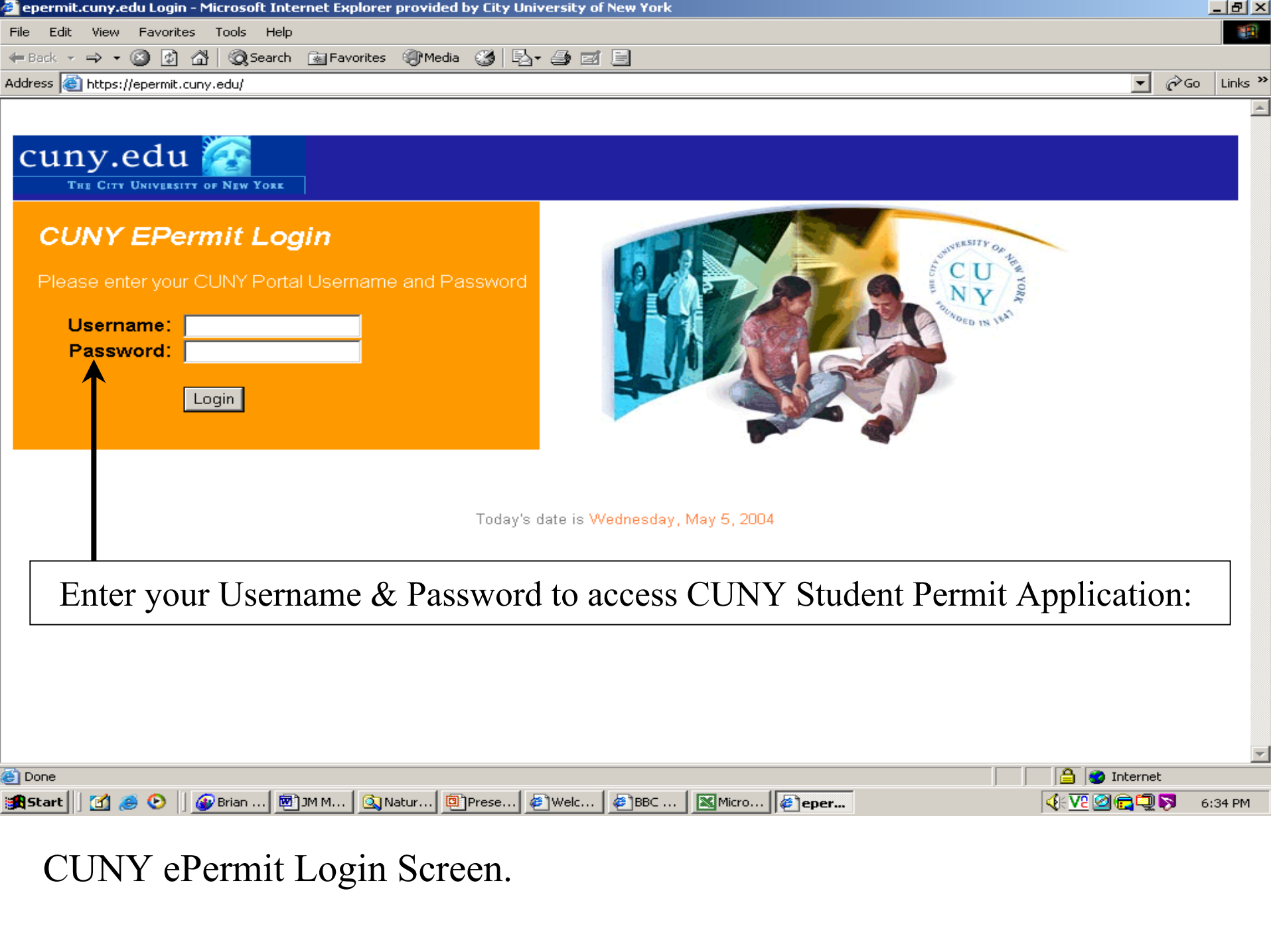
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(UPDATES) Find an Academic Program

https://portal0.uapc.cuny.edu/uapc/main.jsp

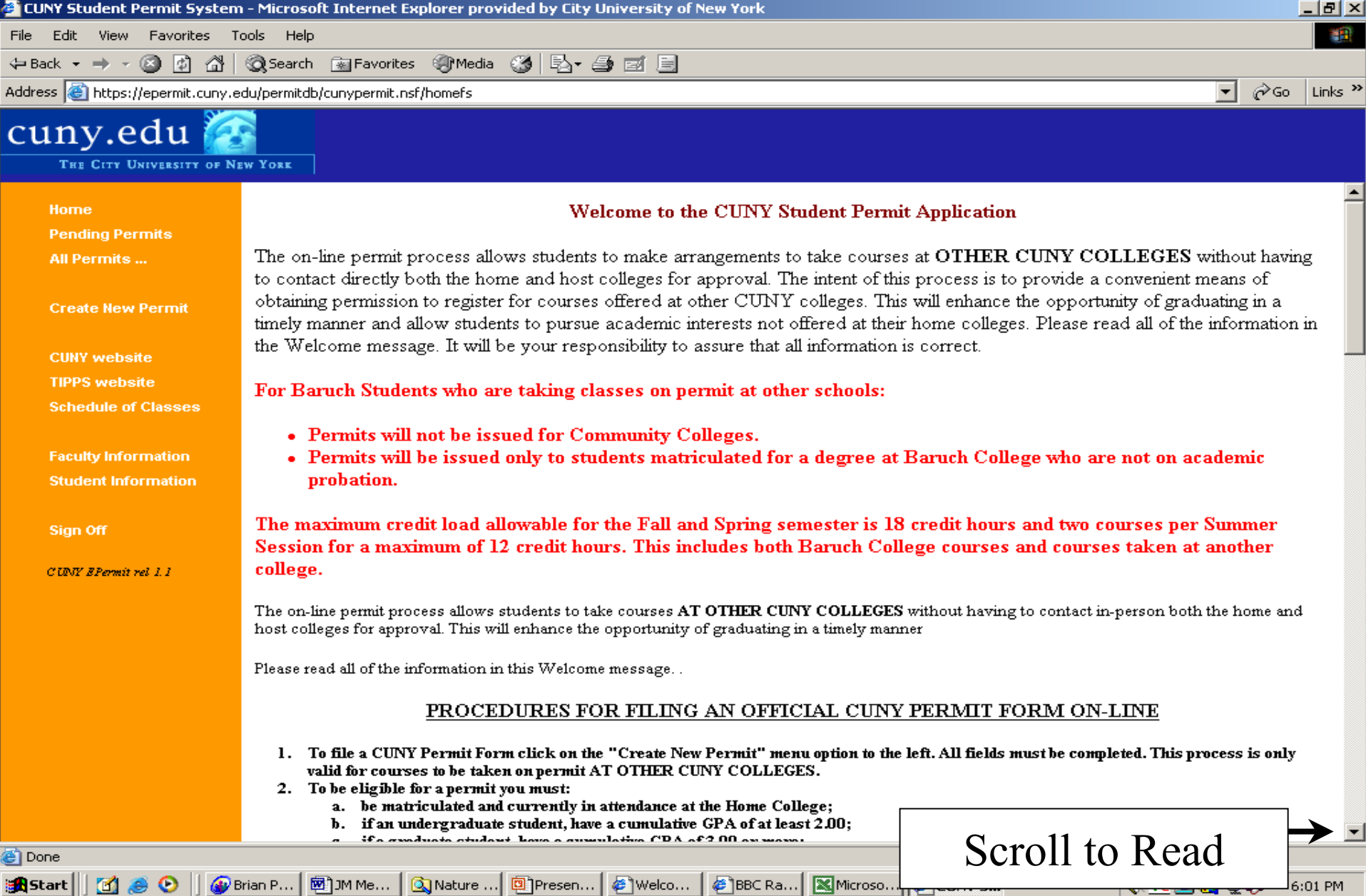
Start | Brian Pet... | JM Memo... | Nature o... | Presenta... | Welcom... | BBC Radi... | Microsoft... | epermit.c... | 6:26 PM

Lower half of “My Page”. Click [ePermit](#) to access CUNY ePermit Login.



Enter your Username & Password to access CUNY Student Permit Application:

CUNY ePermit Login Screen.



Home

Pending Permits

All Permits ...

Create New Permit

CUNY website

TIPPS website

Schedule of Classes

Faculty Information

Student Information

Sign Off

CUNY ePermit ver. 1.1

Welcome to the CUNY Student Permit Application

The on-line permit process allows students to make arrangements to take courses at **OTHER CUNY COLLEGES** without having to contact directly both the home and host colleges for approval. The intent of this process is to provide a convenient means of obtaining permission to register for courses offered at other CUNY colleges. This will enhance the opportunity of graduating in a timely manner and allow students to pursue academic interests not offered at their home colleges. Please read all of the information in the Welcome message. It will be your responsibility to assure that all information is correct.

For Baruch Students who are taking classes on permit at other schools:

- **Permits will not be issued for Community Colleges.**
- **Permits will be issued only to students matriculated for a degree at Baruch College who are not on academic probation.**

The maximum credit load allowable for the Fall and Spring semester is 18 credit hours and two courses per Summer Session for a maximum of 12 credit hours. This includes both Baruch College courses and courses taken at another college.

The on-line permit process allows students to take courses **AT OTHER CUNY COLLEGES** without having to contact in-person both the home and host colleges for approval. This will enhance the opportunity of graduating in a timely manner

Please read all of the information in this Welcome message. .

PROCEDURES FOR FILING AN OFFICIAL CUNY PERMIT FORM ON-LINE

1. **To file a CUNY Permit Form click on the "Create New Permit" menu option to the left. All fields must be completed. This process is only valid for courses to be taken on permit AT OTHER CUNY COLLEGES.**
2. **To be eligible for a permit you must:**
 - a. **be matriculated and currently in attendance at the Home College;**
 - b. **if an undergraduate student, have a cumulative GPA of at least 2.00;**
 - c. **if a graduate student, have a cumulative GPA of 2.00 or more;**

Scroll to Read →

Home: Directs to the “Welcome to the CUNY Student Permit Application Page”.

Pending Permits: Links to and shows pending permits submitted for approval.

All Permits: Shows the status (Approved, Cancelled, Rejected) of all submitted permits.

Create New Permit: Directs to the CUNY Permit Form.

CUNY Website: Directs to the CUNY Portal Home Page.

TIPPS Website: Directs to Transfer Information & Program Planning System Page.

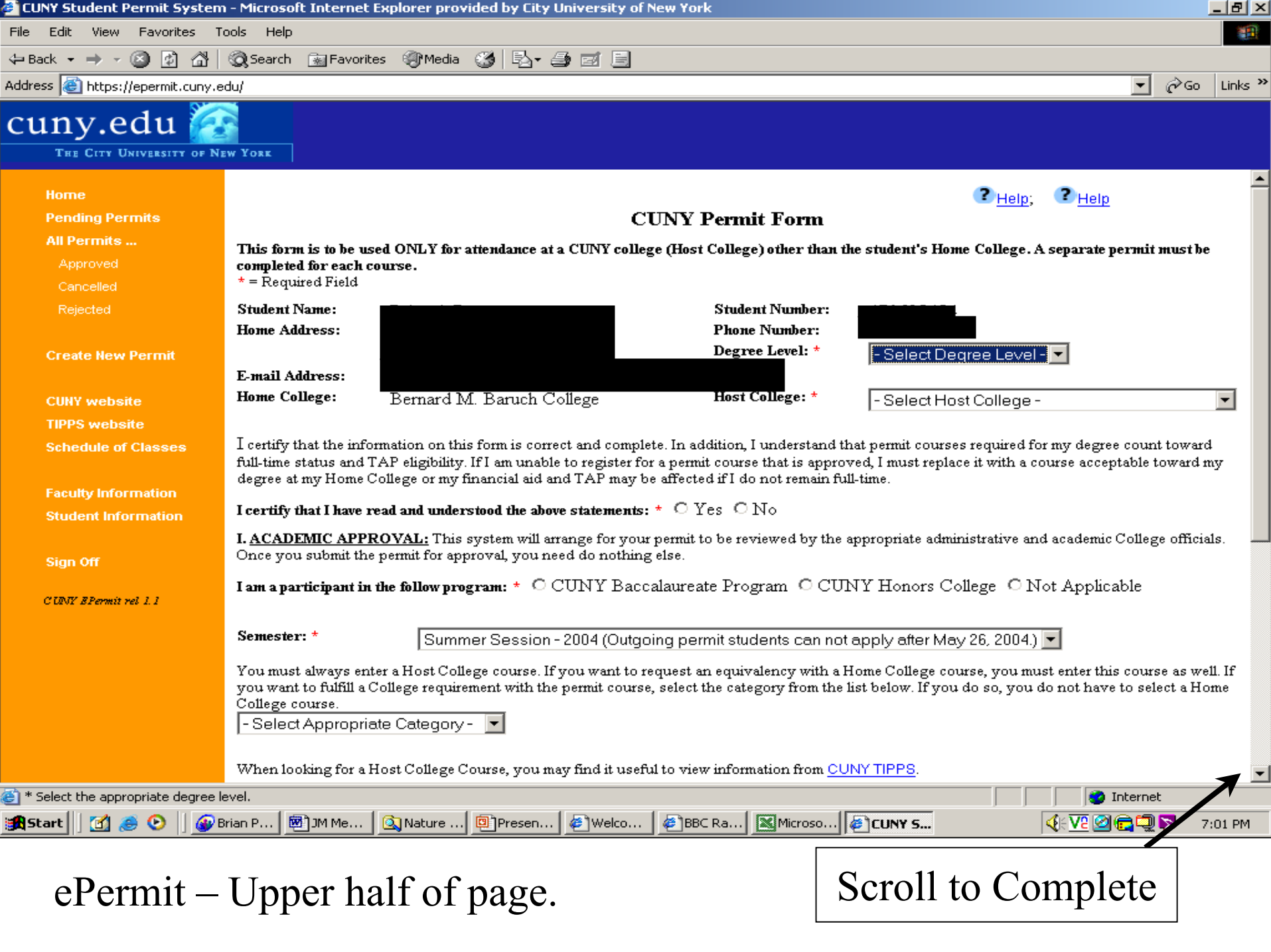
Schedule of Classes: Directs to the CUNY Schedule of Classes Page.

CUNY Website: Directs to the CUNY Portal Home Page.

Faculty Information: Directs to information for faculty.

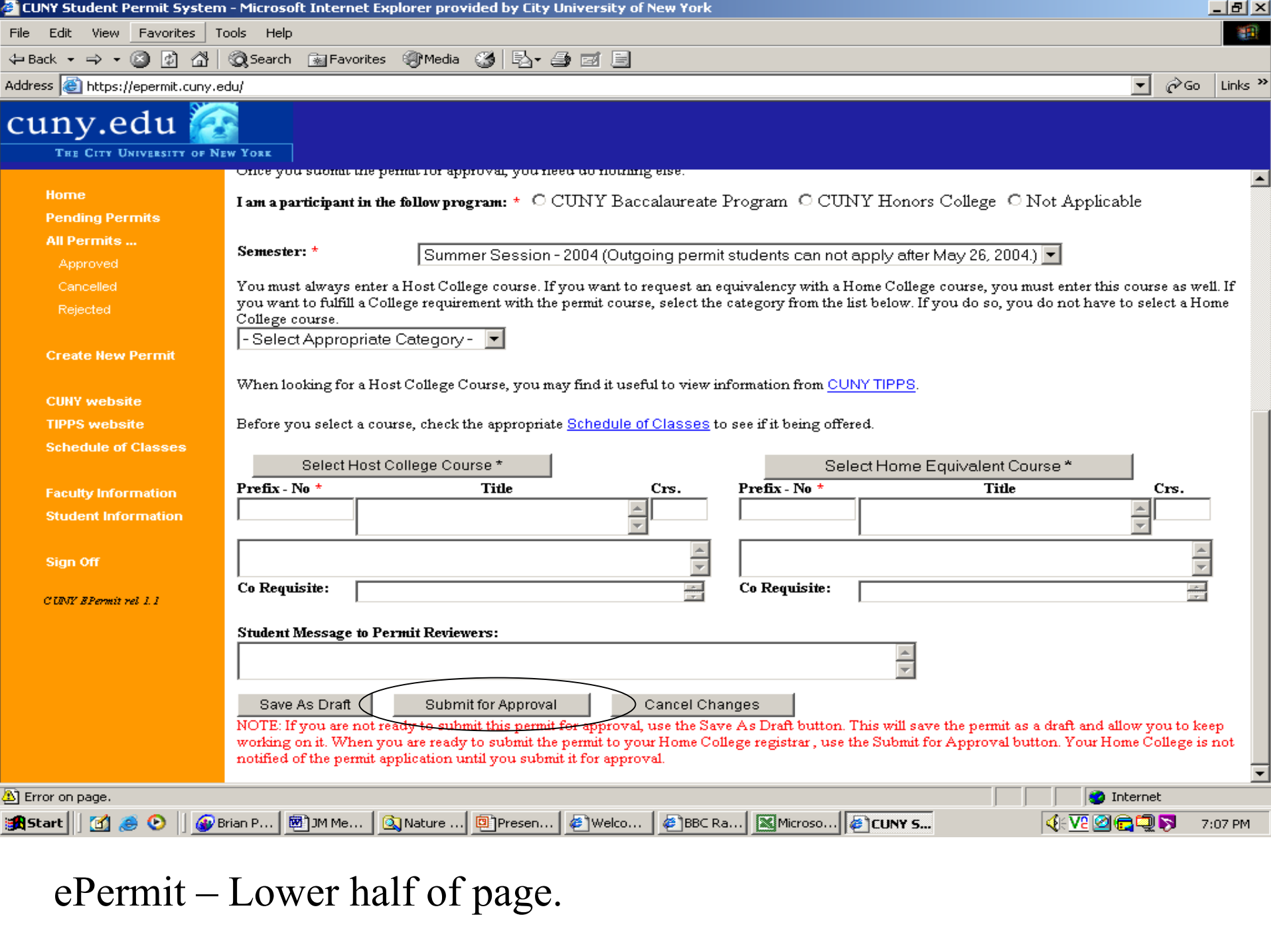
Student Information: Directs to information for students.

Directory of ePermit Menu Options.



ePermit – Upper half of page.

Scroll to Complete



Once you submit the permit for approval, you need do nothing else.

I am a participant in the follow program: * CUNY Baccalaureate Program CUNY Honors College Not Applicable

Semester: * Summer Session - 2004 (Outgoing permit students can not apply after May 26, 2004.)

You must always enter a Host College course. If you want to request an equivalency with a Home College course, you must enter this course as well. If you want to fulfill a College requirement with the permit course, select the category from the list below. If you do so, you do not have to select a Home College course.

- Select Appropriate Category -

When looking for a Host College Course, you may find it useful to view information from [CUNY TIPPS](#).

Before you select a course, check the appropriate [Schedule of Classes](#) to see if it being offered.

Select Host College Course *			Select Home Equivalent Course *		
Prefix - No *	Title	Crs.	Prefix - No *	Title	Crs.
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Co Requisite: <input type="text"/>			Co Requisite: <input type="text"/>		

Student Message to Permit Reviewers:

Save As Draft Submit for Approval Cancel Changes

NOTE: If you are not ready to submit this permit for approval, use the Save As Draft button. This will save the permit as a draft and allow you to keep working on it. When you are ready to submit the permit to your Home College registrar, use the Submit for Approval button. Your Home College is not notified of the permit application until you submit it for approval.

ePermit – Lower half of page.

CUNY Student Permit System - Microsoft Internet Explorer provided by City University of New York

File Edit View Favorites Tools Help

Address <https://epermit.cuny.edu/permitdb/cunypermit.nsf/homefs> Go Links

cuny.edu
THE CITY UNIVERSITY OF NEW YORK

Home
Pending Permits
All Permits ...

Create New Permit

CUNY website
TIPPS website
Schedule of Classes

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Student Information

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CUNY ePermit ver. 1.1

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 - c. **if a graduate student, have a cumulative GPA of 3.00 or more;**

Done

Start Brian P... JM Me... Nature ... Presen... Welco... BBC Ra... Microso... 6:01 PM

Scroll to Read

Reference ePermit Instructions and Procedures as Needed.