How to Swap Classes in CUNYfirst

1. Go to home.cunyfirst.cuny.edu and sign in to CUNYfirst
2. Once on the CUNYfirst homepage, click on Self Service.
3. Choose the Student Center link from the Self Service drop down. You will now be navigated to your Student Center page.

4. To swap classes, click on the other academic dropdown and select Enrollment: Swap.
5. Click on the double arrow next to Enrollment: Swap to proceed.
6. Underneath the Swap This Class heading, you will be able to select the class you want to swap from your schedule for another.

7. To swap the class, you must either: search for the class, select the class from your shopping cart, or enter the class number and click on enter.
8. You will be redirected to another page asking you to confirm your selection. Please make sure you read this page carefully before selecting **Finish Swapping**.

Your classes have now been swapped and can be viewed in your Class Schedule.