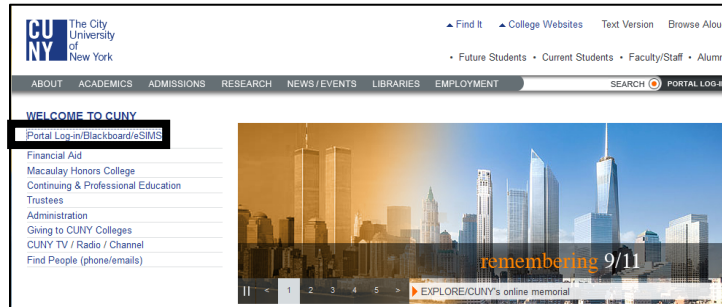
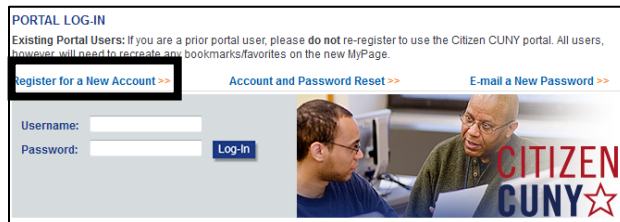


## How to Create your CUNY Portal Account

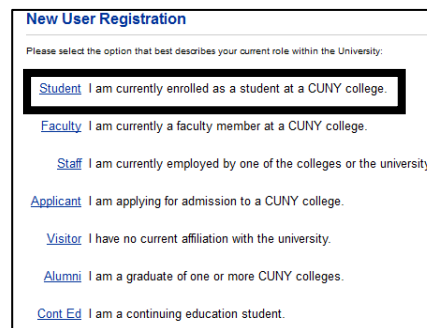
**Step 1 – Go to [www.cuny.edu](http://www.cuny.edu) and click on **Portal Log-in/Blackboard/eSims** on the left hand side of the screen.**



**Step 2 – Click on **Register for New Account**, which appears under **Portal Log-In**.**



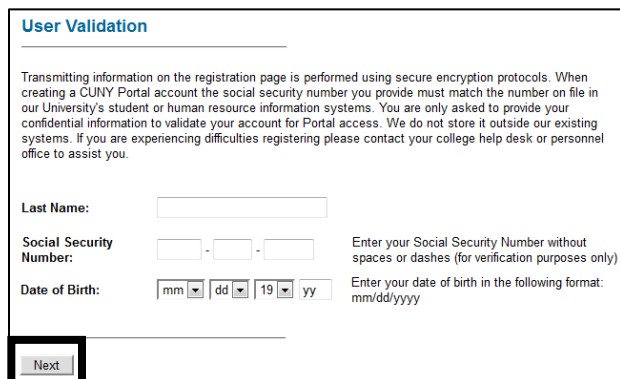
**Step 3 – Click on **Student** under **New User Registration**.**



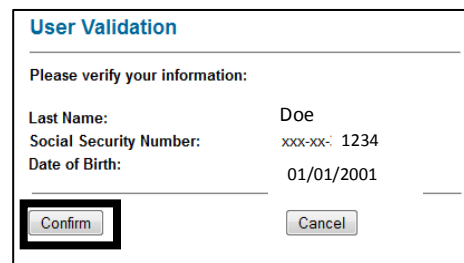
**Step 4 – Fill out the fields in the **User Validation** page. You will need to enter your:**

- Last name
- Social Security Number
- Date of Birth

Then, click **Next**.



**Step 5 – Verify your information. Then, click **Confirm**.**

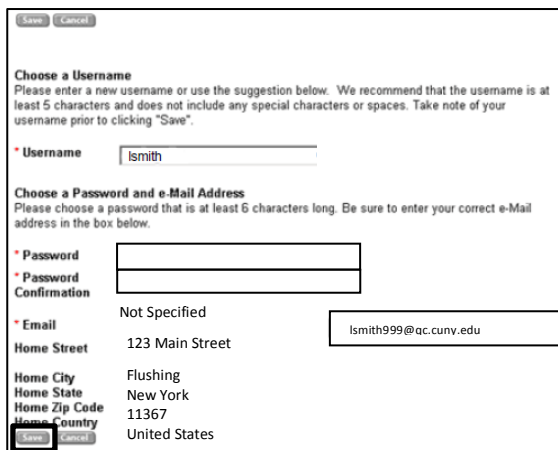


**Step 6a** – Automatically, a username will be suggested for you. You will need to:

- Keep the username or change it to another one,
- Create your password
- Associate your account with an email address.  
**Only use your Queens College email account!  
If you don't, you may encounter problems with Blackboard.**

Click **Save**.

Next, proceed to **Step 7a**.



**Choose a Username**  
Please enter a new username or use the suggestion below. We recommend that the username is at least 5 characters and does not include any special characters or spaces. Take note of your username prior to clicking "Save".

\* Username:

**Choose a Password and e-Mail Address**  
Please choose a password that is at least 6 characters long. Be sure to enter your correct e-Mail address in the box below.

\* Password:

\* Password Confirmation:

\* Email: Not Specified

Home Street: 123 Main Street

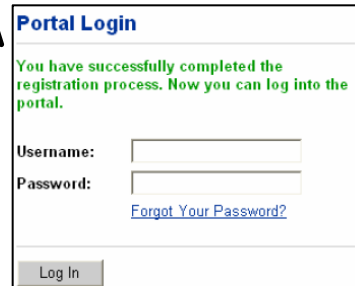
Home City: Flushing

Home State: New York

Home Zip Code: 11367

Home Country: United States

**Step 7a** – You have now successfully finished creating your account. You can now sign into the CUNY Portal using your username and password.



**Portal Login**

You have successfully completed the registration process. Now you can log into the portal.

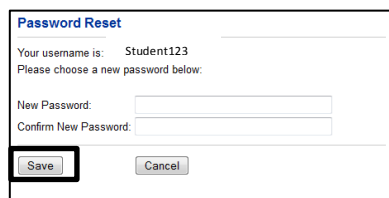
Username:

Password:

[Forgot Your Password?](#)

**OR**

**Step 6b** – If you had already created a CUNY Portal Account in the past, you will be brought to this screen. The username that was created when you originally created your account will appear here and it cannot be changed. You will have to change your password. After you create a new password, click **Save**. Proceed to **Step 7b**.



**Password Reset**

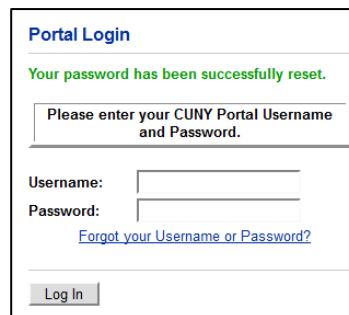
Your username is: Student123

Please choose a new password below:

New Password:

Confirm New Password:

**Step 7b** – You have now successfully finished creating your account. You can now sign into the CUNY Portal using your username and *new* password.



**Portal Login**

Your password has been successfully reset.

Please enter your CUNY Portal Username and Password.

Username:

Password:

[Forgot your Username or Password?](#)

**Remember: Write down your username and password and store them in a safe place!**