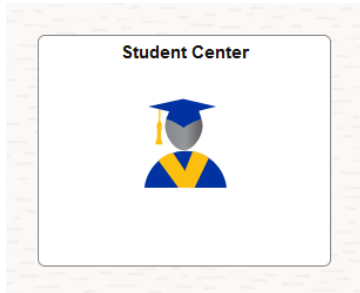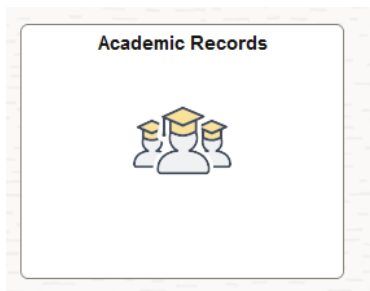# Guide to Apply for ePermit (Graduate Students)
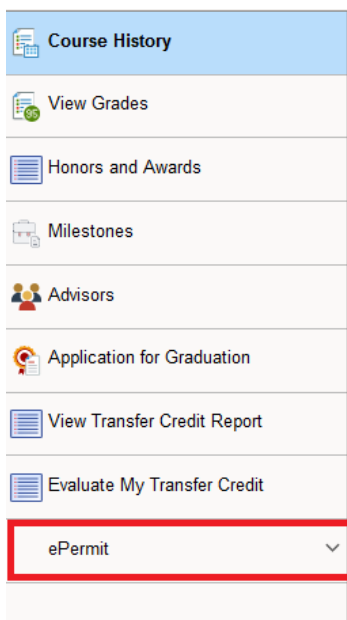
1. Select "Student Center"

2. Select "Academic Records"

3. Select "ePermit" from left-hand side menu

4. Select "Term" by clicking in the box to switch to "Yes"

Terms Open for ePermit Application

Add ePermit	Term	Career	Institution	ePermit Begin Date	ePermit End Date
N	2024 Summer Term	Undergraduate	City College	10/09/2023	07/02/2024
Y	2024 Fall Term	Undergraduate	City College	03/01/2024	08/23/2024

Email
Home College City College
Cumulative GPA 3.269

5. Select "Permit Type" from drop down menu.

Home College City College
Cumulative GPA

*Permit Type [▾]

Permit Method

Program

Plan

CUNY Baccalaureate
General Elective
Major Elective
Pathways College Option
Pathways Flexible Core
Pathways Required Core
Study Abroad

Select Home Course

Subject

Catalog

6. Select "Home Course"
    A. Select "Subject" from drop down menu. For this example, ART will be selected.
    B. Select "Catalog" from drop down menu. For this example, 10000 will be selected

Select Home Course

Subject ART - Art

Catalog 10000-Introduction to the Visual Arts of the World

ART 10000 - Introduction to the Visual Arts of the World

7. Select Host college information.
    A. Select "Host College". For this example, Lehman College will be used.

Baruch College
Borough of Manhattan CC
Bronx CC
Brooklyn College
City College
College of Staten Island
Graduate Center
Guttman CC
Hostos CC
Hunter College
John Jay College
Kingsborough CC
LaGuardia CC
Lehman College
Macaulay Honors College
Medgar Evers College
NYC College of Technology
Queens College

General Elective

anually

dergraduate

anagmnt & Admin BA

ART - Art

10000-Introduction to the Visual Arts of the World

ART 10000 - Introduction to the Visual Arts of the World

*Host Career   Host Term   *Host Session

8. Select "Host Career"

9. Select "Host Term". For this example, Fall 2024 will be used.

10. Select "Host Session"

11. Select Host school "Subject" and "Catalog Number"

12. Enter any comments for ePermit approver in the "Comments Box"

13. Click "Submit"
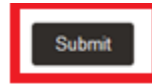
Submit

14. ePermit request successfully submitted.

ePermit Successfully Submitted

OK