

### How to Submit an ePermit Application with an Equivalent Course: Undergraduate Students

#### **1.** Log into CUNYfirst → **Student Center** → **Course Planning and Enrollment.**

-	h your <u>CUNY Login credentials</u> have a CUNYfirst account, see the <u>FAQs</u> .
	Username firstname.lastname12@login.cuny.edu Password
	Log in
Ne	w User   Forgot Username   Forgot Password   Manage your Account
ONLY enter yo login.cuny.edu) without the app	UR PERSONAL INFORMATION AND PRIVACY ur CUNY Login password on CUNY Login websites (ssologin.cuny.edu and ). NEVER share it with others or enter your CUNY Login password elsewhere proval of your campus IT department. More information on CUNY's policies accounts and credentials can be found in the <u>Acceptable Use of Computer</u> icy.





### **1.** Click on ePermit → Add ePermit with Equivalent Courses → Select Hunter College

Select a Value	
View My Classes/Schedule	Bernard M. Baruch College
Enrollment Appointments	Borough of Manhattan Community College
Q Class Search and Enroll	Bronx Community College
E Browse Course Catalog	Brooklyn College
ePermit ^	CUNY Craig Newmark Graduate School of Journalism
Add ePermit with Equiv Courses	CUNY School of Labor and Urban Studies
Add ePermit	CUNY School of Law
My ePermits	CUNY School of Medicine
Course History	CUNY School of Professional Studies
	College of Staten Island
is View Grades	Eugenio Maria de Hostos Community College
Honors and Awards	Fiorello H. LaGuardia Community College
Milestones	Graduate School of Public Health and Health Policy
Advisors	Herbert H. Lehman College
View Transfer Credit Report	Hunter College
Evaluate My Transfer Credit	John Jay College of Criminal Justice
📑 Law Exam Numbers	Kingsborough Community College

Page | 2/9 | Updated 04/22/2025



2. Select "Additional ways to search" to specify the Hunter equivalent course or type the course in the "Search for Course" to search for the specific course.

Browse Course Catalog	
Hunter College Change	
View My Classes/Schedule	Search for Courses 1 Enter keyword e.g. course, subject, topic
Enrollment Appointments	Additional ways to search
Q Class Search and Enroll	> Recently Viewed
E Browse Course Catalog	
ePermit ^	
Add ePermit with Equiv Courses	
Add ePermit	
My ePermits	







Browse Course Catalog		
Hunter College Change		
File View My Classes/Schedule	Search for Courses ()	
	Enter keyword e.g. course, subject, topic	
Enrollment Appointments (2)	Additional ways to search	
Q Class Search and Enroll	~ Recently Viewed	
E Browse Course Catalog	BIOL 10000	Additional ways to search
	Principles of Biology 1 4.50 Units	Available Subjects
ePermit ^	Typically offered Fall, Spring	×
Add ePermit with Equiv Courses	CHEM 10100 Inquiries into the Nature of Matter	Catalog Number
Add ePermit	3.00 Units Typically offered Fall, Spring, Summer	
My ePermits	CHEM 10000	Typically Offered
, 	Essentials of General Chemistry (Lecture)	~ ·
Course History	3.00 Units	
View Grades	Typically offered Fall, Spring	Search
	MATH 15000 Calculus I	
Honors and Awards	4.00 Units	
Milestones	Typically offered Fall, Spring	
The micotorics	MATH 10100	
Advisors	Algebra for College Students	

4. Select the desired subject (utilize the "TYPICALLY OFFERED" the list of semesters the selected course is being offered) and click on the search button:

Additional ways to search	
Available Subjects	
Biological Sciences v	
Catalog Number	
contains value v	
10000	
Typically Offered	
Spring ~	
Search Cancel	
	_

5. Review the search results and narrow the search to your specific course of choice: Page | 5/9 | Updated 04/22/2025



Course Search Results	
∼ Number of Units	View Search Results
0 - 3 Units	50 results for keyword:"%" Your search results have exceeded the search limit. Please use the filters to reduce the number of search results, and to identify the course(s) you wish to consider.
4 - 7 Units     8 - 12 Units	
✓ Typically Offered	BIOL 20N05 - Impact of Science 3 units Typically Offered Fall, Spring
Grading Basis	BIOL 499LC - Adv Physiol Lec 2 units Typically Offered Fall, Spring
Graded Graded	BIOL 710LB - Molecular Biology-Lab
✓ Requirement Designation	5 units Typically Offered Fall, Spring BIOL 710LC - Molecular Biology-Lecture
Regular Liberal Arts	5 units Typically Offered Fall, Spring
Graduate Non-Liberal Arts Graduate Liberal Arts	BIOL 770LB - Cell Fine Struct-Lab 4 units Typically Offered Fall, Spring
RLA_FC_ScientificWorld     RLA_RC_LifePhysicalSci	BIOL 771LB - Analysis Mammal Cells-Lab 4 units Typically Offered Fall, Spring
Course Attribute	BIOL 10000 - Principles of Biology 1 4.5 units Typically Offered Fall, Spring
Option     Pluralism and Diversity/Group     C	BIOL 10200 - Principles of Biology 2 4.5 units Typically Offered Fall, Spring
□ Pluralism and Diversity/Group □ D	BIOL 10700 - The Human Barcode: Biology and Genetics of Personal Identification 3 units Typically Offered Fall, Spring
Major Gateway - Biology/Intro     Bio Organismic     Campus Honors/Campus	BIOL 12000 - Anatomy and Physiology I 4.5 units Typically Offered Fall, Spring
<ul> <li>☐ Honors</li> <li>☐ Major Gateway - Biology/Intro</li> <li>☐ Bio Molecular &amp; Cellular</li> </ul>	BIOL 12200 - Anatomy and Physiology 2 4.5 units Trojcally Offered Fall, Spring
Major Gateway - Nursing/ Anatomy and Physiology I	BIOL 12500 - Human Biology
Anatomy and Physiology II	4.5 units Typically Offered Fall, Spring BIOL 15000 - C SI:Hunter (Forensic Biology)
Uriting Intensive/Writing Intensive	DIOL 13000 - CSI:hunter (Forensis Diology) 4.5 units Typically Offered Fall, Spring
More	BIOL 16000 - Honors Principles of Biology 2 4.5 units Typically Offered Fall, Spring

Page | 6/9 | Updated 04/22/2025



6. Select "Fetch equivalent CUNY courses." (Use 'View Classes' to ensure the course is

scheduled at the host institution).

Course Detail	
Hunter College	
View My Classes/Schedule	BIOL 10000 View Classes 16th topmeleni CUNY courses
Enrollment Appointments	Principles of Biology 1
Class Search and Enroll	Course Detail Course Career Undergraduate
Browse Course Catalog	Units 450
ePermit v	Grading Graded Course Components Ledure Required
Course History	Laboratory Required Recitation Required
🐻 View Grades	Campus Hunter College
Honors and Awards	Academic Group School of Arts and Sciences Academic Organization Biological Sciences
R, Milestones	Enrollment Information
Advisors	Typically Offered Fall, Spring Enrollment Requirement Pie: CHEM 102LC or 104LC or 11100 or 11200 or 11300 & MATH 12400 or 12550 or 15500 or 15500 or 15500 or 15000 or 16000 or Appropriate Math Placement Scores.
View Transfer Credit Report	Requirement Designation Required Core - Life and Physical Sciences
Evaluate My Transfer Credit	Course Attribute Molecular and Cellular Biology Description
Law Exam Numbers	The chemical basis of life; basic structure and function of pro and eucaryotic cells; bioenergetics; Mendelian and molecular genetics; development and mechanisms of control of gene expression at all levels; population genetics and evolution.

7. First, select the host term and then toggle the **NO to YES** within the row of the host college you wish to request an ePermit. Students may request a maximum of TWO host colleges.

8. Both of these host colleges can be included in the same ePermit form. Host session should be 'One (1)' or Regular for the Spring/Fall semesters unless the course is offered at the host during shorter sessions such as WIN-Winter or Summer



				fetch equ	ivalent CUNY coι	Irses
Hunter College						Apply for ePermi
BIOL 10000 Principles	of Biology 1				Close	
Undergraduate						
Equivalent Courses found	d at other Institutions					33 rows
Host Institution	Course		View Class sections	Host Term	Host Session	Request ePermit
Queensborough CC	BI 201 - General Biology I		View Class sections	2025 Spring Term 🗸	Regular 🗸	Yes
Queensborough CC	BI 201L - Gen Biology 1 Lab	*** This course has not been scheduled. ***				
Queens College	BIOL 105 - General Biology: Physiology and Cell Biology	*** This course has not been scheduled. ***				
Queens College	BIOL 105 - General Biology: Physiology and Cell Biology		View Class sections	2025 Spring Term 👻	Regular 🖌	Yes 📄
Queens College	BIOL 106 - General Biology: Life Forms, Evolution, and Ecosystems	*** This course has not been scheduled. ***				
NYC College of Technology	BIO 1101 - Biology I	Not Eligible for ePermit.				

> The type of ePermit will depend on the area of your degree requirements the ePermit is intended to fulfill:

	This program only applies to students
CUNY Baccalaureate PROGRAM	participating in the CUNY Baccalaureate for
	Unique and Interdisciplinary Studies Program.
	This option is for courses that fall under
General Elective	electives, pluralism, and diversity or classes
	that do not fall under a specific category.
Major Elective	This is about major requirements.
Pathways College Option	Hunter Focus/Minor
Pathways Flexible Core	Flexible Core requirements
Pathways Required Core	Require Core requirements
Study Abroad	Participating in a study abroad program
Study Abroad	through CUNY or non-CUNY



Add ePermit	ermit Application Term		Career		Institution	ePermit Begin Date		Permit End Date	
Y	2025 Sprin	ng Term	Undergradu	late	Hunter College	10/14/2024		01/18/2025	
	Ema		@myhunter.cuny	edu					
		ge Hunter College							
	Cumulative GF								
	*Permit Typ		×						
	Permit Metho	od Auto							
	Progra	m Undergraduate							
	Progra		BA						
lect Home Course	Progra Pla	m Undergraduate	BA						
lect Home Course	Progra Pla	m Undergraduate an Political Science							
lect Home Course	Progra Pla Sul	m Undergraduate an Political Science bject BIOL - Biolog	ical Sciences						
lect Home Course	Progra Pla Sul	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ	ical Sciences iples of Biology 1						
lect Home Course	Progra Pla Sul	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ	ical Sciences						
	Progra Pia Sul Cat	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ	ical Sciences iples of Biology 1						
lect Home Course	Progra Pia Sul Cat	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ	ical Sciences iples of Biology 1						
Select Host Inform	Progra Pla Sui Cai	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ	ical Sciences iples of Biology 1	ogy 1	*Catalog Number		Description		
Select Host Inform	Progra Pla Sui Cai ation	m Undergraduate an Political Science bject BIOL - Biolog talog 10000 - Princ BIOL 10000 - Host Term	ical Sciences iples of Biology 1 Principles of Biol *Host Session	ogy 1	*Catalog Number 201 - General Biology I		Description General Biology I		_

9. In the Comment box, you may leave comments on your application. At the top right, click the **"SUBMIT"** button to submit your application.

							_	-				
					fetch equivalent CUNY courses							
											Close	SI
Terms Open for ePern Add ePermit	Term	Career	Institution	ePermit Begin Dat	e ePermit End Date							
Y	2025 Spring Term	Undergraduate	Hunter College	10/14/2024	01/18/2025							
		n12@myhunter.cuny.edu										
	Home College Hunter Colleg	2e										
	Cumulative GPA 3.357											
	*Permit Type General Elec	ctive ~										
	Permit Method Auto											
	Program Undergradua											
	Plan Political Scier	nce BA										
Select Home Course												
Select nome course	Subject BIOL - Biol	Indical Sciences										
	Catalog 10000 - Pr											
		inciples of Biology 1 10 - Principles of Biology 1										
Select Host Information	BIOL 1000											
Select Host Informatio	BIOL 1000											
+	BIOL 1000		ject *Catalog Number		Description							
+ Host College	BIOL 1000	0 - Principles of Biology 1 *Host Session *Sub	ject *Catalog Number liology 201 - General Biology I		Description General Biology I	_						
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+ Host College Ourens borough CC to Ourens College to Comments	BIOL 1000 on **********************************	Principles of Biology 1     Nest Session *Sub     Regular BioL	biology 201 - General Biology I - Biology 105 - General Biology: Phys	iology and Cell Biology	General Biology I							
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10. A pop-box will appear confirming your submission has been successful.

Terms Open for ePermit Application Add ePermit Term	Career	Institution	ePermit Begin Date	ePermit End Date
Y 🚺 2025 Spring	Term Graduate	Baruch College	10/01/2024	01/24/2025
Email n	nansoureh adabi@baruchmail.cuny.edu			
Home College E				
Cumulative GPA 4	General Elective			
Permit Method N				
	Aaster of Science in Education		ePermit Successfully	Submitted
Plan F	ligher Ed Administration MSED		ОК	1
elect Home Course				J
Subject	ACC - Accountancy 🛩			
Catalog	9115-Managerial Accounting 👻			
	ACC 9115 - Managerial Accounting			