Getting Started

- Access BCC DegreeSolutions through the CUNY Portal at http://www.cuny.edu
- Click on the Log-in link on the lower left side
  You will now be on the CUNY Portal Log-in page

If you have not created a Portal account

- Click on “Register Now” to create a Username and Password
- Click on “Student”; then enter your Last Name, Social Security Number and Date of Birth.
- Click on “Next”; then you will be given a Username and asked to create your own personalized Password.

If you have already created a Portal account

- Enter your Username and Password to Log-in
- Once you are logged into the Portal, you will be brought to “My Page”
- Click on the link CUNYfirst Student Advisement Degree Audit
- You will now be on the main navigation page for the BCC DegreeSolutions application

Navigating Within DegreeSolutions

Once you begin a DegreeSolutions session, you will see the following tabs listing the various tools Degree Solutions offer:

- Audit
- What If
- Planner
- GPA Calc

The Audit function maps your transcript onto your declared curriculum and catalog year.

The What If function maps your transcript onto any curriculum at BCC.

The Planner function displays an academic planner that can be used to plan student’s courses and schedules.

The GPA Calc offers three types of GPA calculators.

Audit

- Click the View Audit tab to see your degree audit.
- The audit report divides information into blocks:
  - General information: name, overall GPA, major, catalog year, placement, stops
  - Summary of general requirements for the degree: GPA, remedials, CPE, OCD, major
  - CUNY Skills requirements
  - Major requirements
  - Courses taken but not counted towards your degree
  - Courses without a passing grade
  - Courses in progress
- A legend at the bottom of the audit screen provides explanation for the symbols used by DegreeSolutions.
- DegreeSolutions tells you the courses you still need to take.
- DegreeSolutions gives you a description of course content and co/prerequisites.

GPA Calc

- From the drop-down menu select the appropriate GPA Calculator and click on “Load”
  - The Graduation Calculator determines the GPA average you will need to maintain to graduate
  - The Term Calculator may be used to determine how the expected grades for the current semester will affect your overall GPA
  - The Advice Calculator determines how many credits of a specific grade average you need to reach your desired GPA

Logging Out

- Click on the Log Out icon in the top right corner
- Do not forget to log out of the CUNY Portal separately

For assistance with accessing CUNY Portal or DegreeSolutions contact the Information Technology Helpdesk located in Colston Hall, Room 806.
Phone: (718) 289-5970
eMail: Helpdesk@bcc.cuny.edu