Activate your CUNYfirst Login Account

1. Open browser, enter https://managelogin.cuny.edu

2. Click Active Your CUNY Login.

3. Enter: First Name
   Last Name
   Date of Birth (MM-DD-YYYY)
   Social Security or CUNY Assigned ID Number (last 4 digits)

4. Click:

   Step 1: Confirm Account Email Address
   • Review email address and click Continue.
   or
   • Enter new email address, confirm, and click Continue.

   Step 2: Navigate to your Inbox (check your Spam/Junk Folder) and open email “CUNY Login Account Activation” and click the link.

   Step 3: Create Account Password
   Enter a CUNY Login password that MUST contain:
   • At least eight characters
   • 1 UPPERCASE letter
   • 1 lowercase letter
   • 1 number or symbol
   Confirm your password, then click Continue.

   Step 4: Enter Account Mobile Phone Number
   • Enter and confirm Phone Number (no dashes) and click Continue.
   (Enter number ONLY on lines 2 and 4).
   (allow for future account authentication via text messages)

   Step 5: Choose Security Questions and Answers
   Select and answer five challenge questions of your choosing.
   Then click Continue.

   Your CUNY Login Account is Activated.

   *Note: A CUNY Login Account confirmation email will be sent to the address indicated at the start of the account process.
After activating your account, a confirmation screen will appear with your CUNY Username and CUNY EMPL ID. The username format is your first name and last name, and the last two digits of your EMPL ID.

i.e.: John.Smith68@login.cuny.edu

Your password is the password you entered when you activated your account.

Go To: https://home.cunyfirst.cuny.edu

Enter:

Username
@login.cuny.edu

Password

Click:

Log in

Forgot Password?

1. Go to https://home.cunyfirst.cuny.edu
2. Click Forgot Password.
3. Enter ONLY your full EMPLID number, click Continue.
4. Two security questions will appear, answer them and click Continue.

Note: If you do not recall the answers to your security question, click on the link underneath the Continue button, for a reset link to be sent to the email address attached to your CUNYfirst Login Account.

I am unable to remember my answers.

5. Enter and confirm your new password, click Continue.

Forgot Username?

1. Go to https://home.cunyfirst.cuny.edu
2. Click Forgot Username.
3. Provide the information in the fields that follow to retrieve your CUNYfirst Login username.
4. Click Continue and your username and EMPLID number will display.