



Student Success Coaching Unit's **STUDENT SUCCESS CHECKLIST**

PRE REGISTRATION

- ☐ I have submitted my diploma and/or transcripts **1**
- ☐ I have already claimed my CUNYfirst account **13**
- ☐ I submitted my financial aid/loan documents **7**
- ☐ I have submitted my immunization documents **10**
- ☐ I have a campus map and academic calendar **SC**
- ☐ I have confirmed my major on Degree Works **SC**

POST REGISTRATION

- ☐ I have registered for classes in Schedule Builder **SC**
- ☐ I know my class schedule and campus locations **SC**
- ☐ I know how to check my Hostos email **13**
- ☐ I have accessed Brightspace for course details **6**
- ☐ I know where to find tutoring and writing assistance **8 16**
- ☐ I know where and how to purchase my textbooks **SC**
- ☐ I know where to get my Hostos ID **9**
- ☐ I know how to make an appointment on Navigate **SC**

CAMPUS RESOURCES

- 1** Admissions Office: Admissions@hostos.cuny.edu B-102
- 2** Accessibility Resource Center: ARC@hostos.cuny.edu M-200
- 3** Bursar's Office: BursarsOffice@hostos.cuny.edu D-B105
- 4** Career Services: CareerServices@hostos.cuny.edu D-210
- 5** Counseling Center: Infocounseling@hostos.cuny.edu C-330
- 6** Education Technology: Service@hostos.cuny.edu C-559
- 7** Financial Aid Office: FinAid@hostos.cuny.edu D-B112
- 8** Hostos Academic Learning Center HALCTutoring@hostos.cuny.edu C-596
- 9** ID Office: C-030
- 10** Nurses' Office: Immunization@hostos.cuny.edu A-334C
- 11** SAP Appeals: SAPappeals@hostos.cuny.edu D-101
- 12** Single Stop: Mcruz@hostos.cuny.edu D-101
- 13** Student Help Desk: C-595
- 14** Testing Office: TestingCenter@hostos.cuny.edu B-207
- 15** Transfer Services: TransferServices@hostos.cuny.edu D-101
- 16** Writing Center: WritingCenterHostos@gmail.com C-596
- SC** Student Success Coaching Unit SSCU@hostos.cuny.edu M-200

A Building - 475 Grand Concourse

B Building - 500 Grand Concourse

C Building - 450 Grand Concourse (East Academic Complex)

D Building - 120 East 149th Street (Savoy Building)

M Building - 429 Grand Concourse (Advisement Building)