## NEW GRADUATE STUDENT CHECKLIST | MARXE ACADEMIC ADVISEMENT

### ESSENTIAL ACTION ITEMS

- **Claim your CUNYfirst Account**
  - Click [here](#) to learn how.

- **Submit Medical Records**
  - Click [here](#) for more information about medical records.

- **Attend Mandatory Virtual Advisement Session for New Students**

- **International Students ONLY: Attend Mandatory ISSC Orientation**

### ACADEMIC PLANNING & PREPARATION

- **Review curriculum and program requirements on Marxe Website**

- **Identify first semester courses & review course schedule**

- **Register for courses through CUNYfirst**
  - Click [here](#) for CUNYfirst Student Enrollment Guides

### GETTING CONNECTED

- **Look-up & Activate student email (Baruchmail) account**
  - Can be activated 48 hours AFTER registering for classes

- **Look-up Baruch Username**
  - Used for Baruch Library and Technology Access

- **Sign up for Marxe Welcome Week Events**

### FINAL CHECKLIST: WEEK BEFORE CLASSES START

- **Review your schedule on CUNYfirst.**
  - The LAST DAY to make changes to your schedule without additional charges is ALWAYS the day before the semester begins.

- **Log onto Blackboard to check for course content**
  - Not all professors post materials days before the semester begins or use Blackboard for class.

- **Attend Marxe New Student Welcome Week events**

- **Begin your first semester at Marxe!**
  - View the [academic calendar](#) for important dates and deadlines throughout the semester.

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**IMPORTANT NOTE:** If for any reason your plans change and you are no longer able to attend the semester, please be sure to go back to CUNYFirst and DROP any classes you may have registered for, otherwise you will be liable for the tuition; and inform **MSPIA.Admissions@baruch.cuny.edu** to learn about next steps and deferral options.