Welcome Spring 2012 Students!

The Spring 2012 semester begins tomorrow, Friday, January 27th and in an effort to make your first few days run smoothly, I am sending the following information. Before arriving on campus, it is strongly suggested that you print the most current copy of your schedule from the CUNY portal, paying close attention to the room assignments of your classes. Room assignments are subject to change without notice, which is why you are urged to obtain the most current copy of your schedule. Follow these steps:

1. Go to the CUNY Portal web site: [http://www.cuny.edu](http://www.cuny.edu)
2. Click on “Portal log-in” and enter your CUNY Portal Username and Password to gain access.
3. Click on "eSIMS".
4. From the menu on the left, choose “Schedule/Grades” and then choose the appropriate semester.
5. Your schedule with room locations will appear onscreen and you can then print.

Please use the list below to identify the building codes that appear on your schedule for the proper locations of your classes:

**Building Codes**

- **AP** = APEX
- **CA** = CARMAN HALL
- **CA CL** = COMPUTER LAB IN CARMAN HALL
- **DA** = DAVIS HALL
- **FA** = FINE ARTS BUILDING
- **GI** = GILLET HALL
- **GY** = OLD GYM BUILDING
- **LI** = LIBRARY
- **MU** = MUSIC BUILDING
- **OC** = OFF CAMPUS LOCATION
- **RE** = RESERVOIR BUILDING/HIGH SCHOOL OF AMERICAN STUDIES (located on Goulden Avenue)
- **SH** = SHUSTER HALL
- **SL** = STUDENT LIFE BUILDING
- **SP** = SPEECH/THEATRE BUILDING
- **T3** = NURSING/HEALTH CENTER/DAYCARE BUILDING

Wishing you a successful Spring 2012 semester!

*John A. Capocci*
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