Submit Immunization/Meningitis Acknowledgement Form

New York state law prohibits students from enrolling in classes until they have submitted their Meningitis Acknowledgement form online or in person. This requirement is enforced by the placement of a Service Indicator that prevents enrollment.

On the Student Center page in the To Do List section an item displays to advise students to complete this requirement.

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**Note:** Parts of images may be obscured for security reasons.

<table>
<thead>
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<th>Step</th>
<th>Action</th>
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| 1.   | Enter [https://home.cunyfirst.cuny.edu](https://home.cunyfirst.cuny.edu) in your browser’s address bar:  
- Enter your Username and Password and click the Go icon.  
- From the Enterprise Menu, select the HR/Campus Solutions link. |
| 2.   | Navigate to: **Self Service > Student Center**. |
| 3.   | On the **Student Center** page in the **Academics** section, click the **Enroll** link. |
4. The Enroll tab add sub-tab Add Classes page displays. As needed, select a term radio button.

5. Click the CONTINUE button.

6. On the 1. Select classes to add page, click the Meningitis Acknowledgement Form link.
7. After reading the form that provides critical facts about meningococcal disease, select one of the two checkboxes to create a record of your decision regarding meningitis immunization.

8. If the second radio button is selected, then a field displays to enter the date of the immunization.
| 9. | Click the **Submit** button.  

*Note: The Missing Meningitis Form service indicator is released upon submission of this form.* |

|   | End of procedure. |