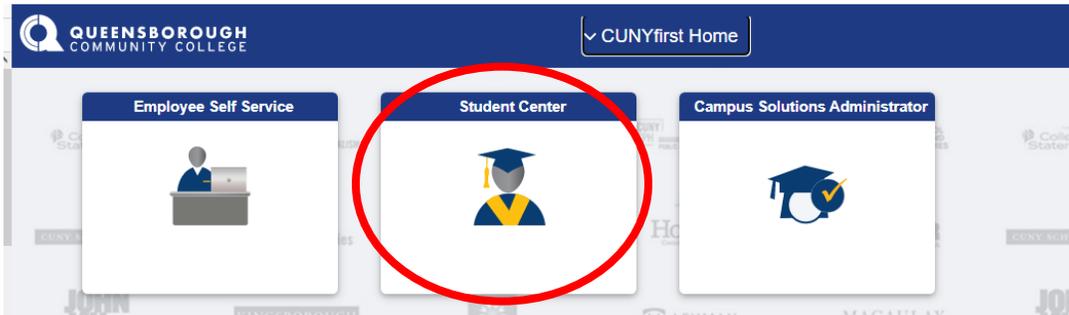


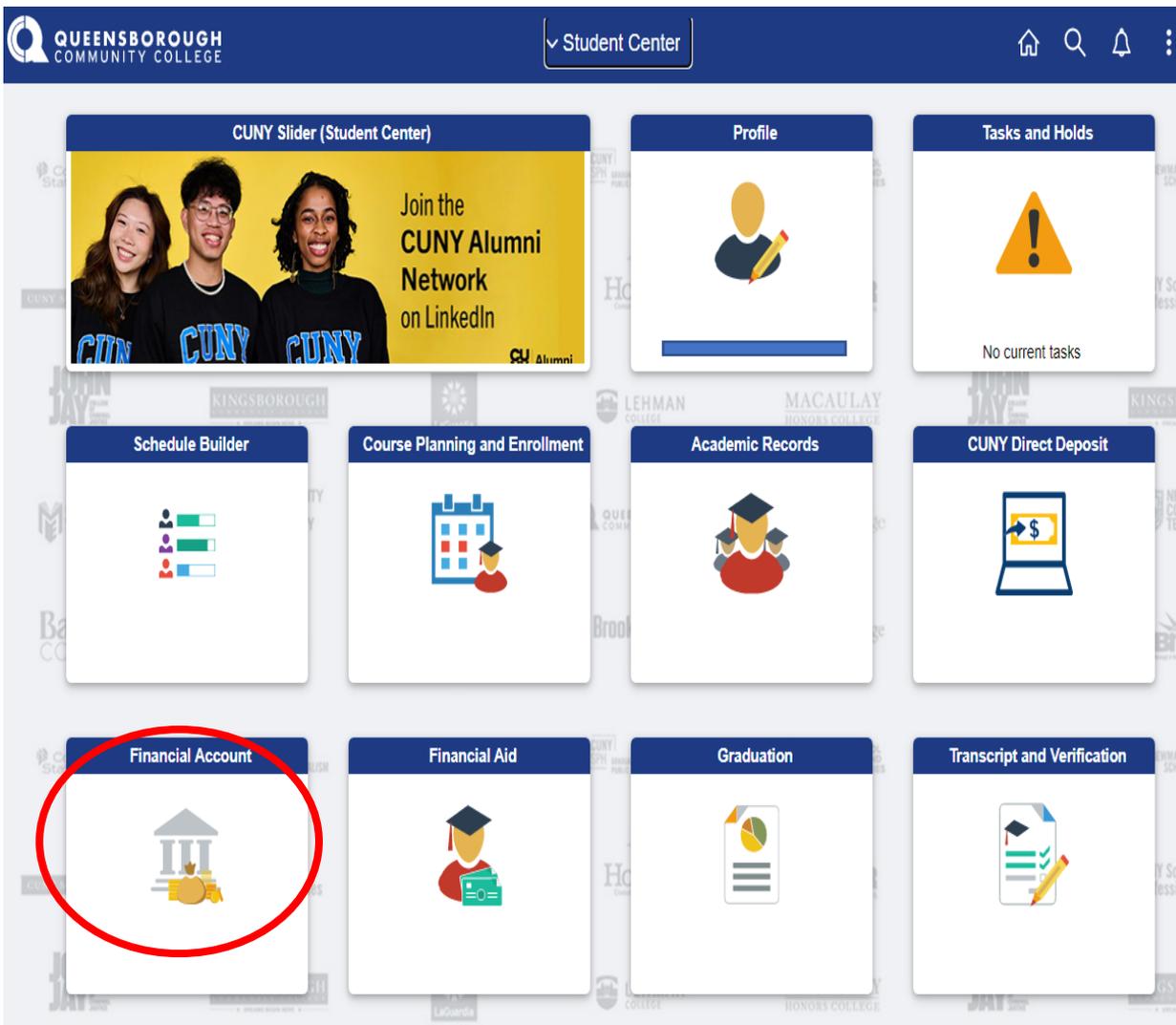
How to download your Student eBill from CUNYfirst

Step 1: Log into CUNYfirst.

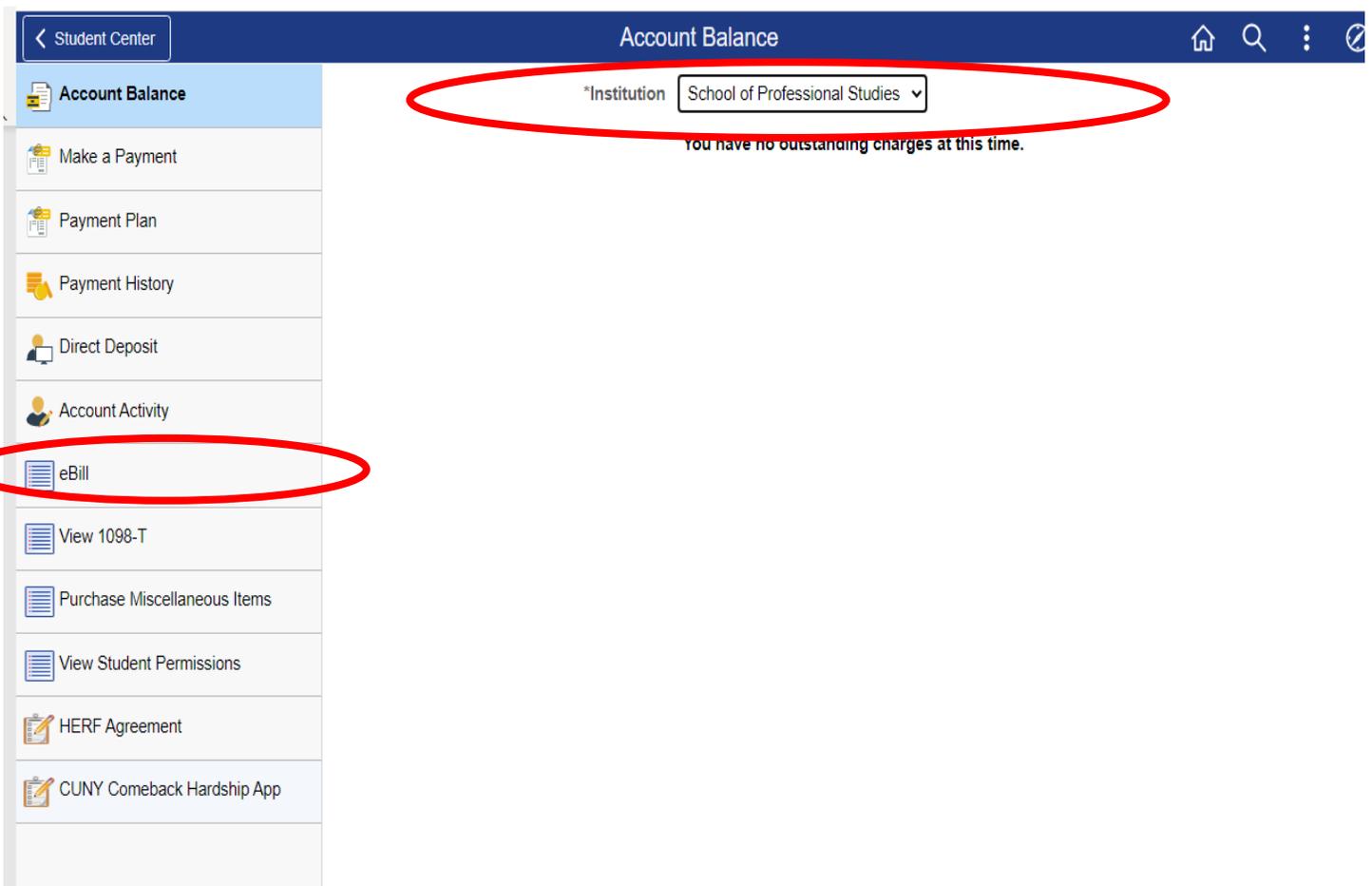
Step 2: Select Student Center from the menu.



Step 3: Click Financial Account section on the page.



Step 4: Then **select the Institution** (i.e. school), then **click on eBill**.



Student Center Account Balance

*Institution School of Professional Studies

You have no outstanding charges at this time.

Account Balance

Make a Payment

Payment Plan

Payment History

Direct Deposit

Account Activity

eBill

View 1098-T

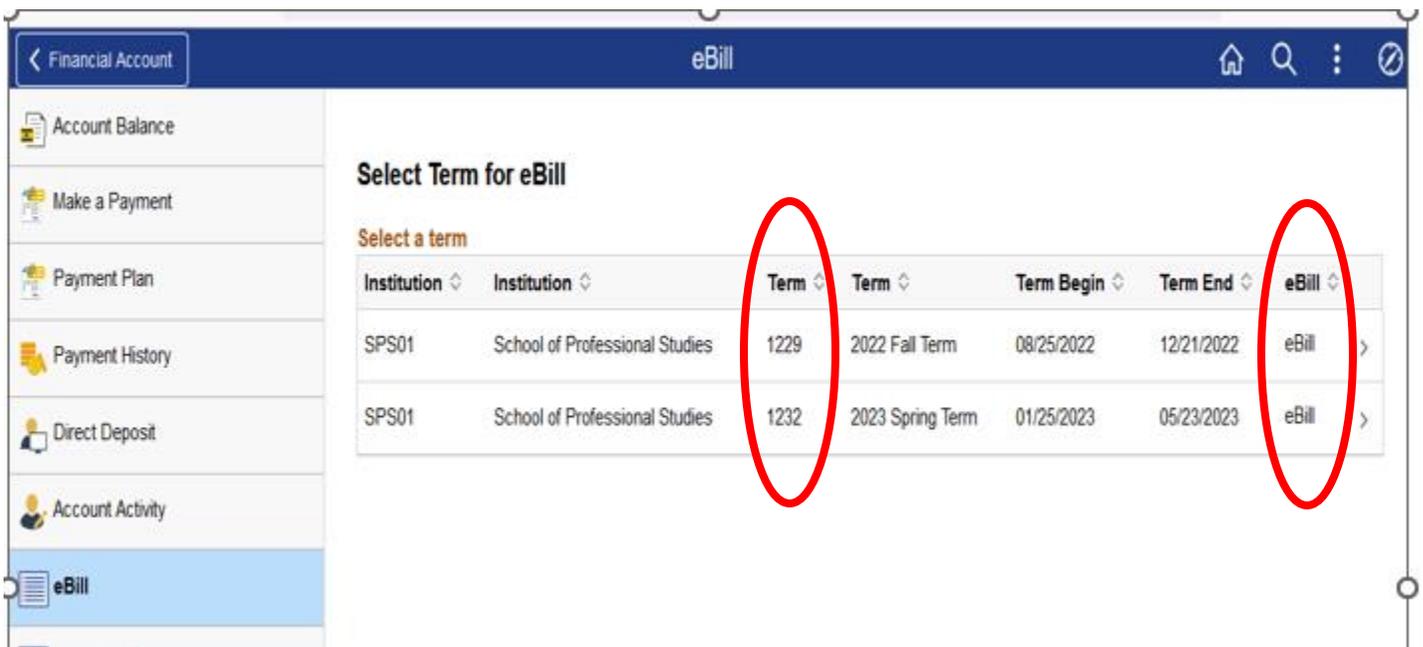
Purchase Miscellaneous Items

View Student Permissions

HERF Agreement

CUNY Comeback Hardship App

Step 5: You might see two eBills. That is, one eBill per term for the **two most recent terms** in which you were enrolled. (Note: If you have only enrolled in one term at the school you selected you will only see one eBill.)



Financial Account eBill

Select Term for eBill

Select a term

Institution	Institution	Term	Term	Term Begin	Term End	eBill
SPS01	School of Professional Studies	1229	2022 Fall Term	08/25/2022	12/21/2022	eBill >
SPS01	School of Professional Studies	1232	2023 Spring Term	01/25/2023	05/23/2023	eBill >

Account Balance

Make a Payment

Payment Plan

Payment History

Direct Deposit

Account Activity

eBill

Step 6: Click on the “eBill” button on the right to view a specific eBill. The eBill will open in a new window for you to view, print, or download. ****It is important to disable pop-up blockers, as a new window will open with your eBill as a PDF file****