I don’t have a CUNY Portal account yet. Is there any other way of entering my textbook information, or do I need to go through CUNY Portal?

There is no way to access the BookList program other than through CUNY Portal—so yes, you will need to create a CUNY Portal account to enter your course materials information. It’s easy to create a CUNY Portal account, however. All you’ll need to do is provide your last name, social security number, and date of birth—and the system will recognize your record. See page 1 of this manual for a picture of the registration link.

I’m having trouble accessing my CUNY Portal account. What should I do?

If you created your CUNY Portal account less than 24 hours ago, try to log in again 24 hours have passed. If think you may have forgotten your user name or password, it’s easy to reset them: just click “Forgot your Username or Password?” link on the CUNY Portal login page. If you’re still having trouble accessing your account, click on the “Portal Help” link on the left hand side of the CUNY Portal login page. Please note: BookList administrators cannot assist with CUNY Portal issues. CUNY Portal has its own administrators, contact people, and help desks. To find these, click on the “Portal Help” link on the left hand side of the CUNY Portal login page.