Signing in to Your Microsoft 365 Account (Teams) with Multi-Factor Authentication (MFA) Enabled

1. Go to https://login.microsoft.com/
2. Sign in with your CUNYfirst username, e.g., firstname.lastname##@login.csi.cuny.edu
   ## represents the last two digits of your emplid.
   Click **Next**.
3. You will be redirected to CUNY's Web Applications Login page. Enter your full CUNYfirst credentials (ID and password).
4. Select the method you would like to use to verify your identity.

5a. Verification process using the Text to cell phone option:

   - Type in the 6-digit verification code.
   - Select "Don't ask again for 14 days" if you want the system to remember you.
   - Click **Verify**.
   - If this option fails, click the arrow next to your CUNYfirst ID.   The system will return you to the verification page.

5b. Verification process using the Call to cell phone option:

   - Answer your cell phone and press the pound key (#) to finish your verification.
   - Select "Don't ask again for 14 days" if you want the system to remember you.
   - If this option fails, click the link to "Sign in another way. " The system will return you to the verification page.

5c. Verification process using the Call to office phone option:

   - Answer your phone and press the pound key (#) to finish your verification.
   - Select "Don't ask again for 14 days" if you want the system to remember you.
   - If this option fails, click the arrow next to your CUNYfirst ID.   The system will return you to the verification page.
6. Once you have been successfully verified, the system will ask you if you want to stay signed in.
   - If you are on a public computer, click **No**.
   - If you are on a computer that only you have access to, you can select **No** or **Yes**.
   - The system will take you to the Microsoft 365 window and app launcher.