Navigate Advising Appointment Scheduling Guide

If you receive an appointment notification:

Step 1: If your advisor has created a campaign, you should open Navigate to a banner like the one below. Click schedule this appointment to begin.

Student Home

please respond to the following appointment request(s):
 Schedule This Appointment

Step 2: That link should bring you to this page, showing your advisor, and their availability and giving you the choice of an in-person or virtual meeting. Please choose a time and setting that works best for you.

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Search by type v
Location
Morrissey College of Arts and Sciences
Course

Step 3: After you choose a time, you should be redirected to the page below. Here you will review your appointment details to ensure everything is in order.

< Go Back IDashboard		
Review Appointment Details and Confirm		
What type of appointment would you like to schedule? Academic Deans/Academic Advising	Service MCAS Advisor Meeting	
Date 11/06/2024	Time 9:15 AM - 9:30 AM	
Location Morrissey College of Arts and Sciences		
Staff '연생형 웹 ····· 관리 • L13->)		
Details		
How would you like to meet? * Virtual You are seeing the only meeting type available for this time slot.		
Would you like to share anything else? Add your comments here		
Email Reminder		All times listed are in local browser timezone.

Step 4: Once you finish your review, click "schedule" to schedule your appointment.

Add your comments here		
email Reminder		
Reminder will be sent to utvo		
'ext Message Reminder		
\checkmark		
Phone Number for Text Reminder		
Schedule		

If you do not receive an appointment notification:

Step 1: If you did not receive an advising notification like the one above, you can still schedule a meeting with your advisor. Click the "Schedule an Appointment with an Academic Support Office" button in the right-hand corner.

Student Home	BOSTON COLLEGE
Courses Reports Calendar	Schedule an Appointment with an Academic Support Office
Courses Term: Fall 2024 (Default Term) *	Quick Links
Actions •	Take me to School Information

Step 2: That link should bring you to this page. Select "Academic Deans/Academic Advising" for your appointment type; and "Academic Advising" for the service.

< Go Back |Dashboard

New Appointment What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

What type of appointment would you like to schedule? * Academic Deans/Academic Advising × Service * Academic Advising Yick a Date October 22, 2024			Show More \sim
Academic Deans/Academic Advising × Service * Academic Advising Yick a Date October 22, 2024	What type of appointment would you like to schedule? *		
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Pick a Date October 22, 2024	Academic Advising	×	
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Find Available Time	October 22, 2024	\sim	
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	Find Available Time		

Step 3: That link should bring you to this page, with your advisor's availability, and give you the choice of an in-person or virtual meeting. Please choose a time and setting that works best for you.

(PS. Your advisor's name may not be in the staff section. You should be able to schedule by following these steps regardless)

All Filters	(🖞 Academic Deans/Academic Advision) (🖄 MCAS Advision Meeting) 🕑 🛫 🗠 🔷 (🖄 Morrissey College of Arts and Sciences)
What type of appointment would you like to schedule? Academic Deans/Academic Advising	Morrissey College of Arts and Sciences
Service	Wed, Oct 30th
MCAS Advisor Meeting	
Pick a Date	(9:00-9:15 AM) (1:45-12:00 PM)
October 🗸 2024 🖌 < 🗾 >	Thu, Oct 31st
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6 7 8 9 10 11 12	Fri, Nov 1st
13 14 15 16 17 18 19	(115-1130 A)) (1130-1145 A)) (1145-1200 PM)
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Search by type 🗸 🗸	
Location	
Morrissey College of Arts and Sciences	
Course	

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Location Morrissey College of Arts and Sciences		
Staff (11) 2(1) - (1) - (2) + (1) (1)		
Details	per c	
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Would you like to share anything else? Add your comments here		
Email Reminder		All times listed are in local browser timezone.

Step 5: Once you finish your review, click "schedule" to schedule your appointment.

Add your comments here			
Email Reminder			
Reminder will be sent to una			
Text Message Reminder			
Phone Number for Text Reminder			