- To make an appointment, go to https://student.msu.edu
- Select academic progress tile
- Click the tab on the left, labeled advising/tutoring appointments
- Click create a new appointment in the upper right corner

- For the category select advising
- For the Advising/tutoring unit select College of Arts & Letters
- Appointment reason select your major (Experience Architecture, Prelaw, etc.)

*You must click on the magnifying glass icon and scroll until you find your applicable major, you cannot type in your major here

- Appointment duration will populate
- Fill out additional information to allow advisor to know the reason of appointment
- For appointment type select Zoom or Phone
- Click select advisor

- Click on time selected drop-down menu to view available times
- Click on select time to confirm appointment

- Finally, click <u>book it!</u>

New Appointment (▓▓▓▓▓▓▓▓▓▓)

Begin	Advisor	Schedule	Complete!

Category
Advising

Advising/Tutoring Unit
College of Arts & Letters Advising

Appointment Reason   0103   🔍

Appointment Duration
30 Minutes

*Additional Information (required)
To talk about Spring schedule and courses

Appointment Type
Zoom Appointment

Advisor   Katelynn Rendi

Location   Virtual Location   rendikat@msu.edu

Email   rendikat@msu.edu

https://▓▓▓▓▓▓▓▓▓▓▓▓▓

Date 12/07/2020   Begin 9:00AM EST   End 9:30AM EST

[Book it!]   [Return to Select Advisor]

Begin	Advisor	Schedule	Complete!