Student Information System

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

✓ Students		Academic Progress			£
Students Upgrade Notice Advisors Advising/Tutoring Appointments	New Appointment (Begin Category Advising/Tutoring Unit College of Arts & Letters Advising Appointment Reason	Academic Progress	Schedule	Completel	
jøvascijetpAction_winD(document.winD;SCLAPPT_1	D	Look up Appointment Reason (Alt+5)			

- For the category select <u>advising</u>
- For the Advising/tutoring unit select <u>College of Arts & Letters</u>
- 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

Students	Cancel	Lookup		ଜ	:
▲ Upgrade Notice	Search for: Appointment Reason Search Criteria				
Advisors	✓ Search Results				
Advising/Tutoring Appointments		Þ	67 rows		
	Appointment Reason \Diamond	Description \diamond			
	0014	Apparel & Textile Design			~
	0017	Arabic			~
	0018	Arabic- Minor			
	0019	Art, Studio			
	0020	Art Education			
	0021	Art Hist and Vis Culture Major			
	0023	Art Photography minor			
	0024	Arts & Cultural Mgt (minor)			
	0045	Chinese			
	0046 ARCHR_GROUPBOX5', 'PTLAYOUT_SEARCHR_GROUPBOX5');	Chinese- Minor			

	Advising Appointments	1	ት ሳ	Q	:	Ø
	New Appointment (
	Regin Advisor Schedule Comple	rtel				
	Category					
	Advising					¢
	Advising/Tutoring Unit					
	College of Arts & Letters Advising					\$
	Appointment Reason 0103 Q					
	Appointment Duration					
	30 Minutes					\$
	*Additional Information (required)					
	To talk about Spring schedule and courses					
Ш	Appointment Type					
-	Zoom Appointment					¢
	Sorry, this contack time to load)					_
	Select Advisor (Son y, alls can take time to total)					

- 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

Upgrade Notice Refresh Availability (Sorry, this can take time to load) Return to Mail Advisors Advisor/Tutor Katelynn Rendi Advisor Advisor/Tutor Katelynn Rendi	n page	^
Location Virtual Location rendikat@msu.edu Email rendikat@msu.edu		l
I2/07/2020 Monday Time selected Choose Time (EST) • Setect Time I2/08/2020 Time selected Choose Time (EST) • Setect Time Image: Interview of the selected Monday Time selected Choose Time (EST) • Setect Time Image: Interview of the selected Choose Time (EST) • Setect Time Image: Interview of the selected Choose Time (EST) • Setect Time Image: Interview of the selected Choose Time (EST) • Setect Time		
< Prev Days Next C	ys >	
Advisor/Tutor Andrew Murray Location Zoom - https://msu.zoom.us/mu/murrayo8 (remote) C613 Wells Hall (on-campus) Email murrayo8@msu.edu Telephone 517/355-8387		Ŧ

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

• Finally, click book it!

Begin	Advisor	Schedule	Complete!
Category			
Advising			
Advising/Tutoring Unit			
College of Arts & Letters Advising			
Appointment Reason 0103 Q			
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			