

After logging into Navigate, go to the Student Home tab (the house icon). Then click on the blue "Make an Appointment"

Student Home

Class Information Reports Calendar

Classes This Term

<input type="checkbox"/>	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL
<input type="checkbox"/>					



Make an Appointment

Quick Links

Take me to...

School Information

Current Visits

You have no current visits.

Upcoming Appointments

You have no upcoming appointments.

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What type of appointment would you like to schedule?

Advising

Choose from the following options and click Next.

General Academic Advising

Select an "Advising" appointment and then the next option will pop up. Select "General Academic Advising" and click "Next"

Next ▶

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What location do you prefer?

FIRST AND SECOND YEAR ADVISING

Who would you like to meet with? You may choose more than one person.

Lauren (Your Advisor)

If you don't have a preference, just click Next.

Select the location of your advising office and select your academic advisor. Click "Next"

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Next ▶

Schedule Appointment

Times From October 05 To October 09

Mon, Oct 05	Tue, Oct 06	Wed, Oct 07	Thu, Oct 08	Fri, Oct 09
Morning N/A	Close 9:00am CT	Close 11:00am CT 11:30am CT	Morning 2 Available	Morning 6 Available
Afternoon N/A			Afternoon 1 Available	Afternoon 1 Available

* All times listed are in Central

refreshed at 3:42pm CT.

View the times you can see a staff member without an appointment. [View Drop-in Times](#)

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Select the date and time you would like your appointment to be. Then click "Next"



Next

Schedule Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

Who: Heather Lauren
Why: General Academic Advising
When: Tuesday, October 06 9:00am - 9:30am CT
Where: FIRST AND SECOND YEAR ADVISING (V111041)

Additional Details

<https://luc.zoom.us>

Is there anything specific you would like to discuss with Lauren?

Send Me an Email
 Send Me a Text
Please provide your mobile number

Comments for your staff...

◀ Back Confirm Appointment

Type in what your appointment is about in the text box.

If the Zoom link is not in the "Additional Details" bar, it will be emailed to you before the appointment.

type your phone number if you want a text reminder sent to you before the appointment.

Click on "Confirm Appointment" once you have reviewed your appointment details.