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

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

Select the location of your advising office and select your academic advisor. Click “Next”
Schedule Appointment

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

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.