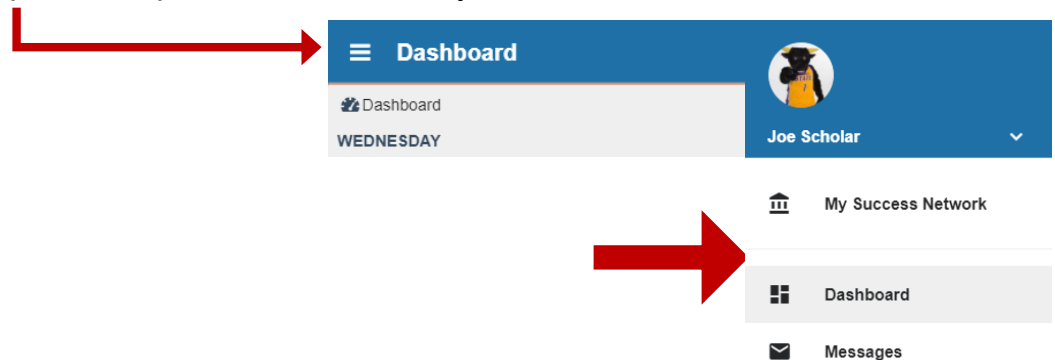


## Scheduling an Appointment Online through MavCONNECT

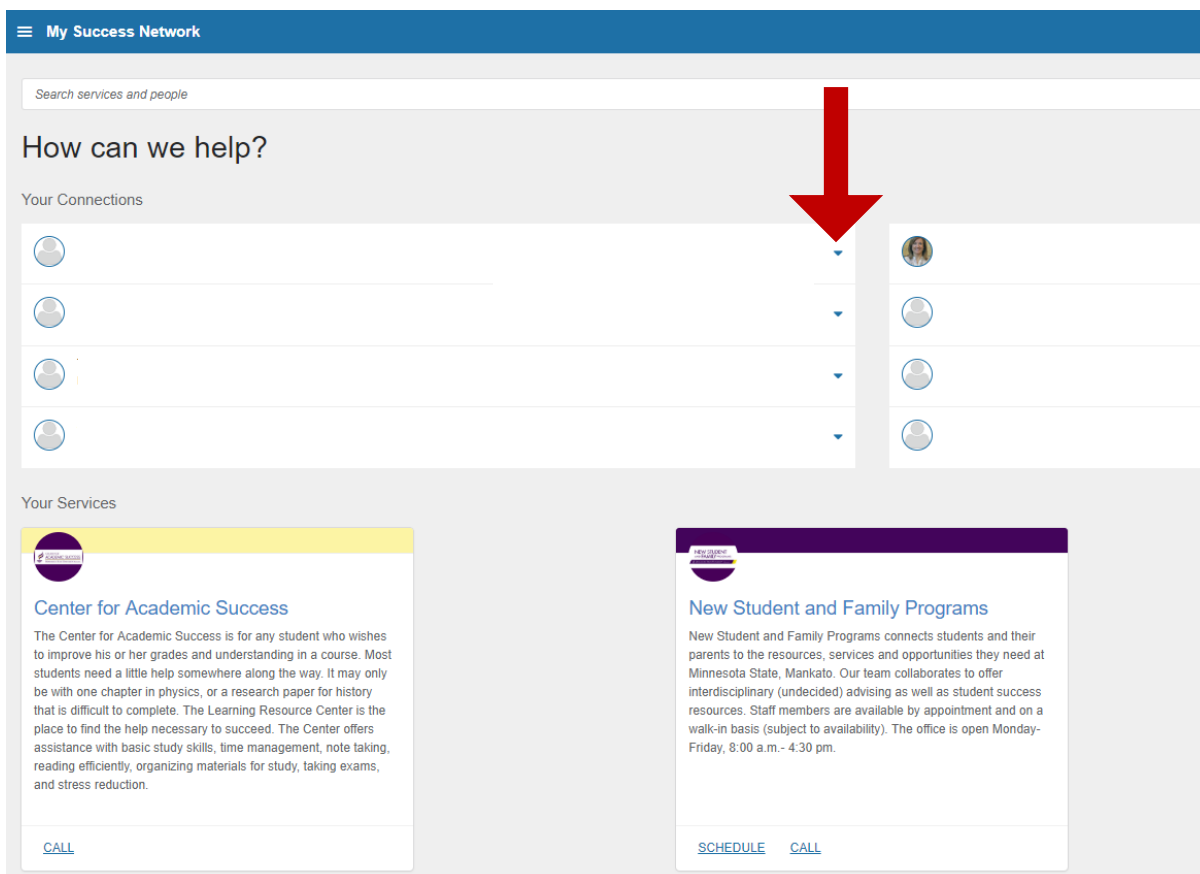
1. Go to [www.mnsu.edu/mavconnect](http://www.mnsu.edu/mavconnect).
2. Click on **Login**.



3. Click on the **Navigation (three lines) button** and choose **My Success Network**.



4. Find the individual you want to meet with and click on **the down arrow** to find the schedule button.



5. Select **what you need help with** and the **reason** for the appointment.

What do you need help with?

Advising



College of Arts and Humanities Advising Office

What do you need help with?

- Academic planning
- Academic Warning/Probation
- Add/change major or minor
- Career/Internship/Graduate School Planning
- Course Withdrawal
- Degree Audit Review

Click on the down arrow to pull up **appointment reasons**.

6. Use the calendar and select a date for an appointment. Use the arrows to move to a new month if needed.

What day and time works for you?

07/27/18 → 07/27/18

Friday, 07/27

July 2018

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Show group meetings

- 08:00 - 08:15 am Preska 103 15m
- 08:15 - 08:30 am Preska 103
- 08:30 - 08:45 am Preska 103 15m
- 08:45 - 09:00 am Preska 103
- 09:00 - 09:15 am Preska 103 15m
- 09:15 - 09:30 am Preska 103
- 09:30 - 09:45 am Preska 103 15m
- 09:45 - 10:00 am Preska 103
- 10:00 - 10:15 am Preska 103 15m
- 10:15 - 10:30 am Preska 103

SHOW MORE TIMES

7. Select a time for the appointment and click "Continue"

What day and time works for you?

07/27/18 → 07/27/18

Friday, 07/27

16 available

← July 2018 →

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Show group meetings

- 08:00 - 08:15 am Preska 103 15m
- 08:15 - 08:30 am Preska 103
- 08:30 - 08:45 am Preska 103 15m
- 08:45 - 09:00 am Preska 103
- 09:00 - 09:15 am Preska 103 15m
- 09:15 - 09:30 am Preska 103
- 09:30 - 09:45 am Preska 103 15m
- 09:45 - 10:00 am Preska 103
- 10:00 - 10:15 am Preska 103 15m
- 10:15 - 10:30 am Preska 103

SHOW MORE TIMES

[BACK](#)

[CONTINUE](#)

8. Confirm that the date/time/reason look correct for your request and add any **additional details that you want to share with your advisor prior to the meeting**. Click **Confirm** to request the appointment.

Does this look correct?

Date and Time  
Friday, July 27  
08:15 - 08:30 am  
[Change duration](#)

Location  
Preska 103

Reason for Visit  
Academic planning [Change](#)

If you want, tell us a little bit about what's going on so we can help

[CONFIRM](#)