How do I schedule an appointment with my advisor/tutor?

Virginia Tech is excited to offer online appointment scheduling with your undergraduate academic advisor through the Student Success Collaborative – Campus (SSC).

- 1. Navigate to <u>www.registrar.vt.edu/campus</u> to learn more about the platform and launch the new platform by clicking the "Launch SSC Platform" button.
- 2. Once in the platform you will see a screen similar to this:



3. To schedule an appointment with your advisor, click on "Schedule an Appointment".

	Student Home					UrginiaTech		
曲	Class information Reports Calendar Send a Message Classes This Term					Schedule an Appointment Quick Links		
	Actions 🕶		Take me to					
	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL	School Information		

4. Follow the prompts to schedule an advising appointment by first selecting what type of appointment you would like to schedule (advising or tutoring), then select the service category which would be the College you are in (ex: College of Agriculture and Life Sciences), then select your major.

Service > Location & Staff > Select Time > Confirm

What type of appointment would you like to schedule?	
Advising 🔻	
Please select a service category.	
College of Agriculture and Life Scienc 💌	
Please select a reason for the appointment.	
Agricultural Technology 👻	

5. You will then be prompted to select the location for the appointment which should default where there is availability for that major.