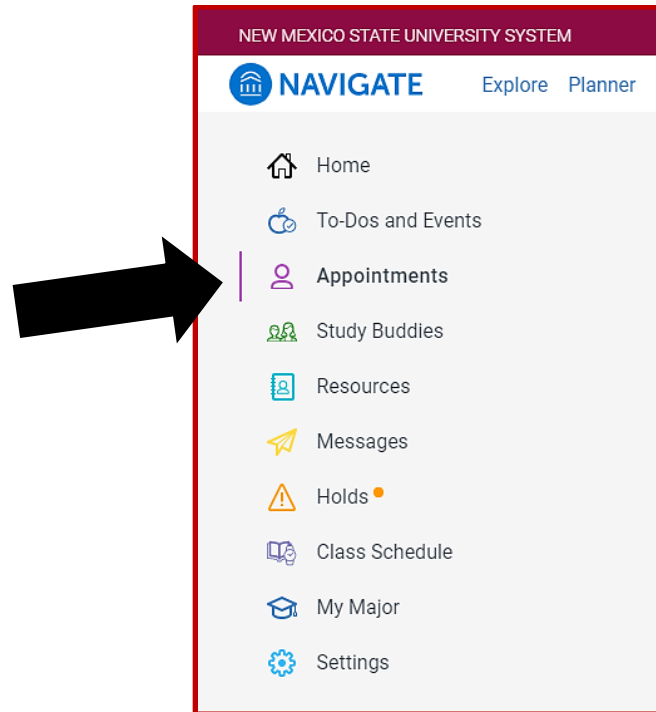


# Schedule an Appointment in Navigate Student

Log in to Navigate Student or open the app: [nmsu.navigate.eab.com](https://nmsu.navigate.eab.com)

Click on “Appointments”.



This page will list all appointments (previous and upcoming).

Next, click on the blue “Schedule an Appointment” button.

First, select the office you need to visit:

New Appointment

What can we help you find?

Below, you will find available options for scheduling an appointment. If you cannot find something that you are looking for, try the other appointment options to see available options for dropping in or requesting an appointment.

\*What type of appointment would you like to schedule?

- Academic Advising
- Financial Aid

Pick a Date ⓘ

Tuesday, July 13th 2021

Find Available Time

Next, select why you need to meet with someone:

New Appointment


What can we help you find?

- Academic Planning for Next Semester
- Add/Drop/Withdraw (Change of Schedule)
- Aggie Capstone Graduation Challenge (ACGC)
- \*  Degree Audit Review/Check
- Exploring Majors, Minors or Academic Programs
- Financial Aid Appeal

Pick a Date ⓘ

Tuesday, July 13th 2021

Find Available Time



Select a date, and then click on “Find Available Time”.

Start with clicking on the location you want to meet at! There are two ways to do this.

### All Filters

[Start Over](#)

Academic Advising Academic Planning for Next Semester

2 Locations

Thu, Jul 15th

#### My Campus-In Person

HJ 3 People

8:00 - 8:30 AM 8:30 - 9:00 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM 12:00 - 12:30 PM  
12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM

Show more

#### My Campus-Virtual

HJ 3 People

8:00 - 8:30 AM 8:30 - 9:00 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM 12:00 - 12:30 PM  
12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM

Show more

Who do you want to meet with?  
Search by name

Where do you want to meet?  
Search by name

1

2

Pick a Date

July 2021 13

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

If you have no preference on who to meet with, just select a time that works for you!

If you want to see the names of the people available, click on “View individual availabilities” or the drop-down under the calendar, choose a staff member, and then select the date/time that works best for you!

**All Filters** Start Over

Academic Advising Academic Planning for Next Semester **My Campus-In Person** X

**My Campus-In Person**

HJ 3 People  
[View individual availabilities](#)

**Tue, Jul 13th**

11:30 - 12:00 PM 12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM  
3:30 - 4:00 PM 4:00 - 4:30 PM 4:30 - 5:00 PM

**Wed, Jul 14th**

8:00 - 8:30 AM 8:30 - 9:00 AM 9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM  
12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM Show more

**Thu, Jul 15th**

8:00 - 8:30 AM 8:30 - 9:00 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM 12:00 - 12:30 PM  
12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM Show more

**Fri, Jul 16th**

8:00 - 8:30 AM 8:30 - 9:00 AM 9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM  
12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM Show more

**Mon, Jul 19th**

8:00 - 8:30 AM 8:30 - 9:00 AM 9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM  
12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM

All times listed are in local browser timezone

**What type of appointment would you like to schedule?**

Academic Advising

**What can we help you with?**

Academic Planning for Next Semester

**Pick a Date**

July 2021 13

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

**Who do you want to meet with?**

▼

**Where do you want to meet?**

▼

Next you will need to confirm your appointment.

Review Appointment Details and Confirm

What type of appointment would you like to schedule? Academic Advising	What can we help you with? Academic Planning for Next Semester
Date 07/15/2021	Time 9:00 AM - 9:30 AM
Where do you want to meet? My Campus-In Person	
Who do you want to meet with? Kelsey Smyth	
<b>Details</b> ***This is where you will find specific instructions about your appointment, including where to go/how to log on, what to prepare, and more!***	
Would you like to share anything else? <i>Add your comments here</i>	

This top area will show confirmation of all the details of your appointment:

Date, Time, Location, Who

The "Details" section will give you specific information about how to prepare for the appointment!

Be sure to add any additional information you want to share in this space!

Email Reminder  
Reminder will be sent to **your\_email@nmsu.edu**

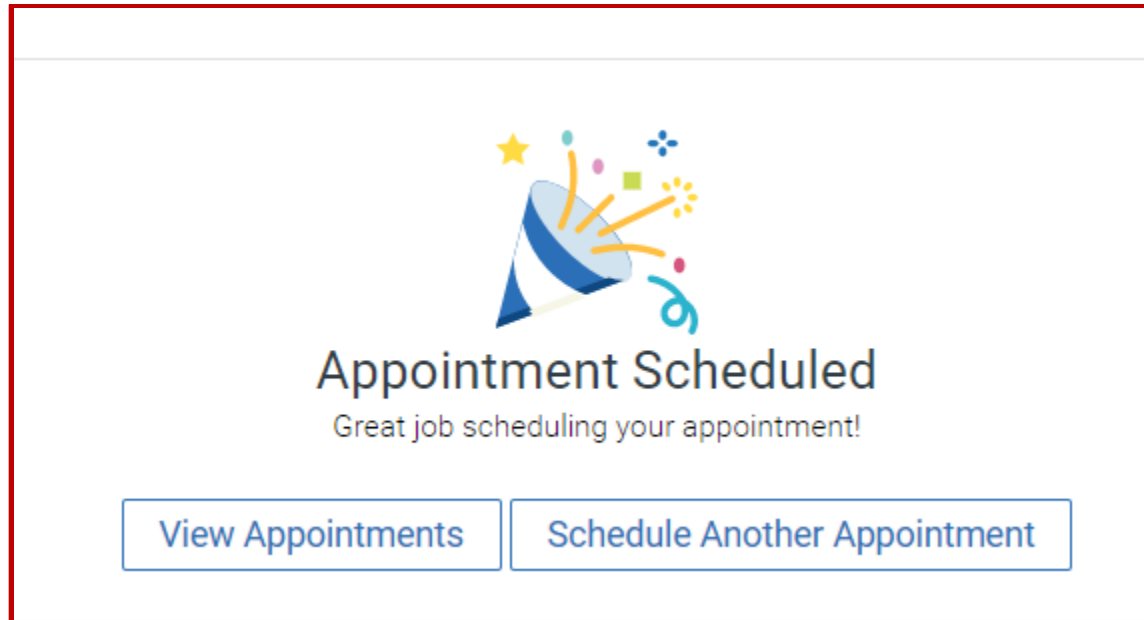
Text Message Reminder

Phone Number for Text Reminder

You will get an email confirmation of the appointment sent to your NMSU email address.

On the morning of the appointment, you will receive an email reminder, as well as a text message reminder, if you have that checkbox selected (default is selected).

Once you see this screen, your appointment is officially scheduled!



“View Appointments” will let you see all appointments you have scheduled.

**We look forward to meeting with you!**