Requesting an Appointment with an Advisor

**LOG IN**

Log in using Single Sign-On

https://sso.csulb.edu

Use your student ID number and Beach password (same as used for MyCSULB/BeachBoard. Click on the BEACH CONNECT button.

**GET ASSISTANCE**

On the far right side, click the “Get Assistance” Button to make an advising appointment.

**CHOOSE TYPE**

From the drop down menu choose the type of appointment you need. Currently you can schedule appointments for:

- Academic Advising
- Academic Coaching
- Beach Central
- Tutoring
- Veterans Services
- Writing Support
SELECT SERVICE
Choose the service. Course-based Tutoring is the most common service available.

CHOOSE A LOCATION
Select your tutoring center from the Location drop down. You may be prompted to select a specific course if you are scheduling “Course-Based Tutoring.”

SELECT A DAY AND TIME
Choose the day and time that fits with your schedule.

CONFIRM
Review the Appointment Details and select which method you wish to receive your reminder: email or text. Please put a few brief notes about what you’d like to discuss with your tutor in the comment box.