# Scheduling an Academic Advising Appointment at CSULB

## 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.

![Student Home](https://example.com/student-home)

## CHOOSE TYPE OF APPOINTMENT

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

To meet with a Liberal Studies Advisor, select **‘Academic Advising’**

### New Appointment

<table>
<thead>
<tr>
<th>What can we help you find?</th>
<th>Other Appointment Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>- What type of appointment would you like to schedule?</td>
<td>View Drop-in Times</td>
</tr>
<tr>
<td>- Service</td>
<td>Set With Your Success Team</td>
</tr>
</tbody>
</table>

Pick a Date: **Tuesday, May 17th 2021**

Find Available Time

All times listed are in local browser timezone.
SELECT SERVICE FOR APPOINTMENT
Choose the reason for your appointment. Available services to select from with the Department of Liberal Studies includes:

- Academic Challenges
- Advising Hold Resolution
- Class Schedule Assistance
- Degree Progress & Planning
- Graduation Check
- Policy Clarification & Appeals
- Transfer AA Contract

CHOOSE A LOCATION FOR APPOINTMENT
Select your advising center by clicking on the appropriate location.

For Liberal Studies Academic Advising, select the Teacher Preparation Advising Center (TPAC).

SELECT A DAY AND TIME FOR APPOINTMENT
Choose the day and time that fits with your schedule. If none of the available times work for you, refer to the Department of Liberal Studies Website for drop-in advising or email us at Ced-LibSt@csulb.edu.

Days and times are listed up to two weeks in advance.

CONFIRM APPOINTMENT
Review the Appointment Details and select which method you wish to receive your reminder: email or text.

Please provide a few brief notes about what you’d like to discuss with your advisor in the comment box. This helps with preparation for your advising appointment.