

# APPOINTMENT SCHEDULING

## APPOINTMENT TUTORIAL

This guide provides a step-by-step on how to schedule a Health Professions Advising Appointment through your myCoyote Navigate portal. When scheduling an appointment, make sure you note the reason for your visit, and any concerns you may have upon your arrival.



**Current CSUSB students:** Please schedule an advising appointment with HPAC through Navigate.

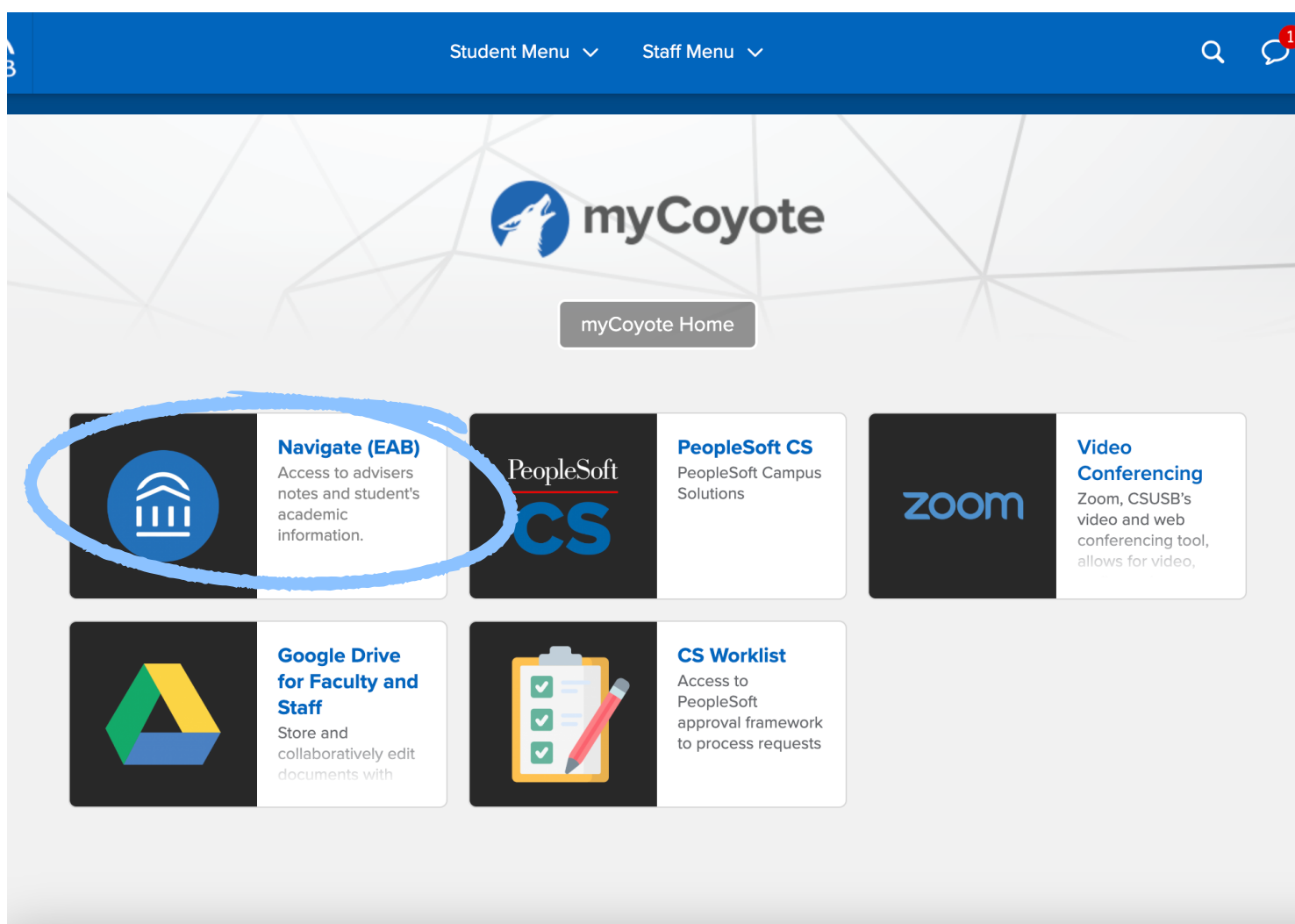
**Alumni:** Please e-mail [hpac@csusb.edu](mailto:hpac@csusb.edu)

### How to Schedule an Appointment on Navigate:

**Step 1:** Log on to your MyCoyote.

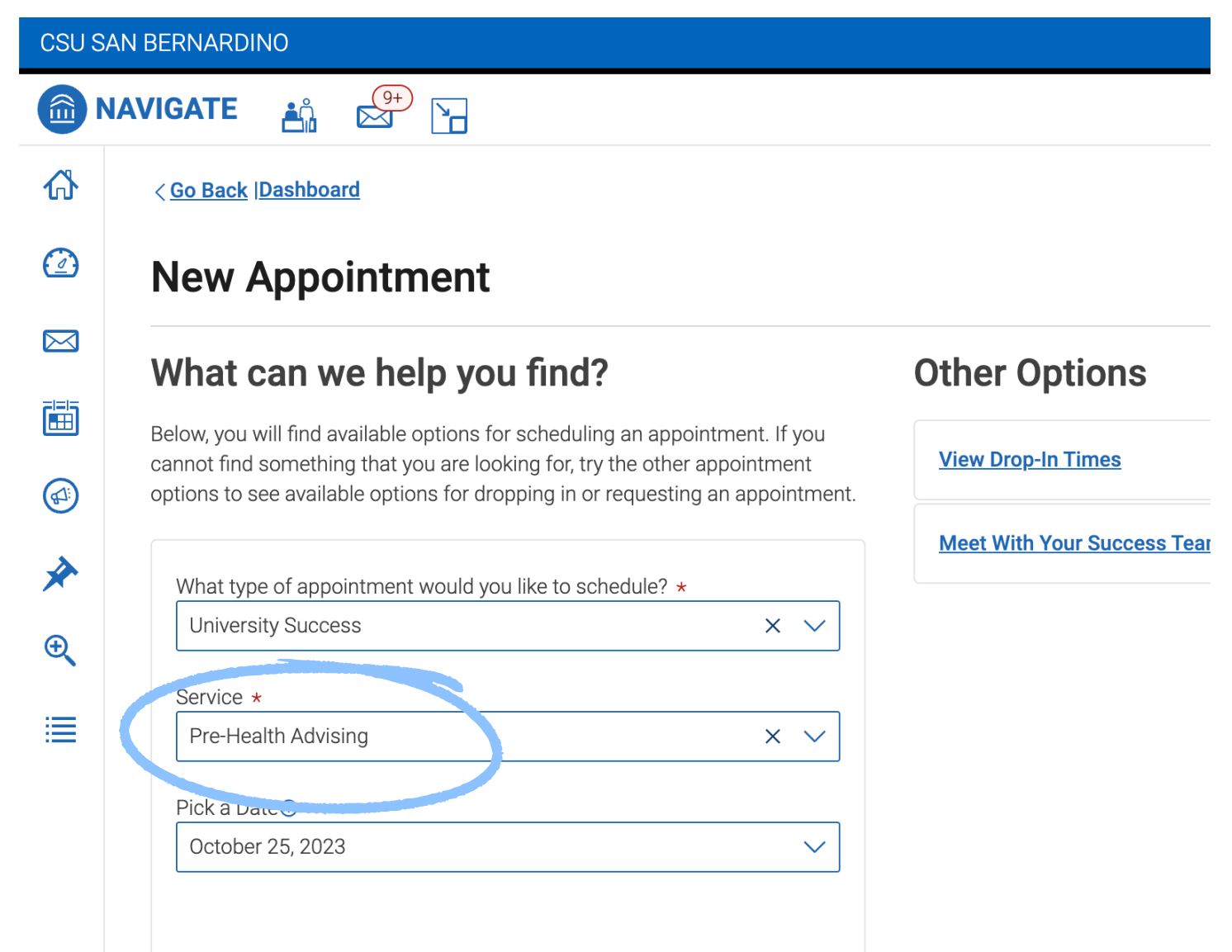
**Step 2:** Select the "Advising Tools" tile.

**Step 3:** Select the "Navigate EAB" tile.

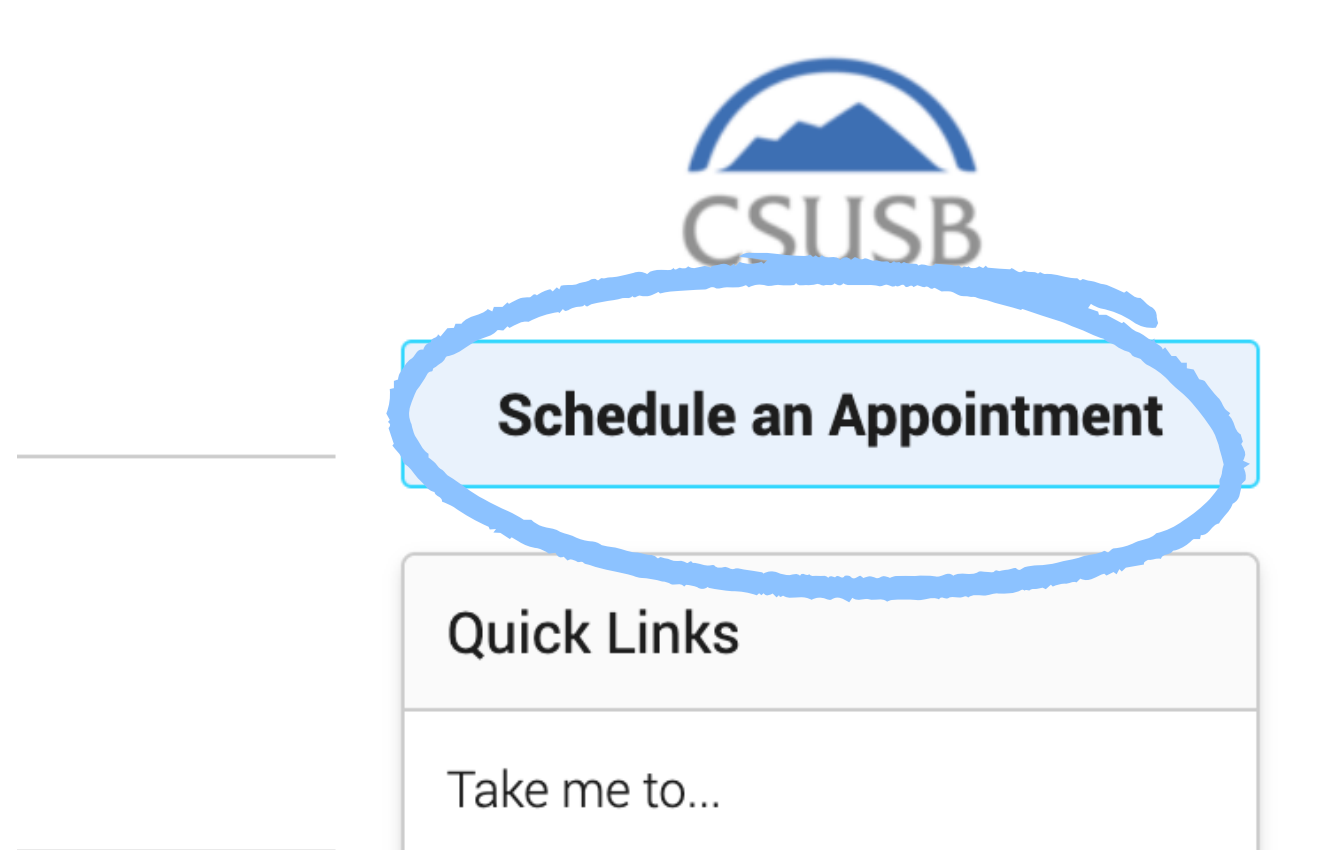


**Step 5:** Select "University Success."

**Step 6:** Select "Pre-Health Advising."



**Step 4:** Select the "Schedule an Appointment" tab.



**Step 7:** Ensure the Advisor says "Crystal Otubuah" and schedule a time that works best for you.

