

How to schedule an appointment with the Career Center through Navigate

For Students

Appointment types include:

Phone, Virtual, and In-Person appointments are available

Career Advising (General Questions)

Graduate School Advising

Internship/Job Search

Career Assessment Review

Career Exploration

Networking / LinkedIn

Personal Statement Review

Resume Review

Major Exploration

Interview Prep

Cover Letter Review

Step 1

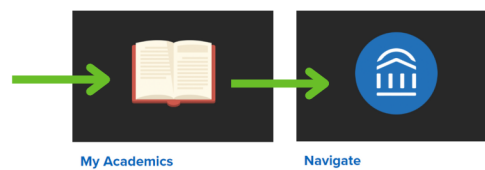
Log in to your **MyCoyote account** (through website or app).



CSUSB
WE DEFINE THE Future
CoyoteID (e.g. 001234567)
Password
Sign in →

Step 2

Click on **My Academics** and then **Navigate**.



Step 3

Hit the button **"Schedule an appointment"**.



Step 4

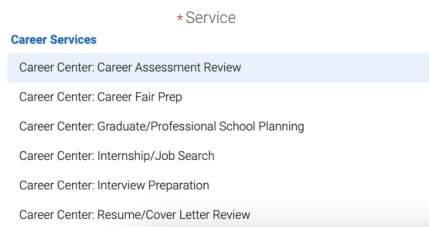
Select **"University Success"**

*What type of appointment would you like to schedule?

UNIVERSITY SUCCESS X

Step 5

Select the **Service** you need.



* Service
Career Services
Career Center: Career Assessment Review
Career Center: Career Fair Prep
Career Center: Graduate/Professional School Planning
Career Center: Internship/Job Search
Career Center: Interview Preparation
Career Center: Resume/Cover Letter Review

Step 6

Select a **date** and click **"Find Available Time"**.

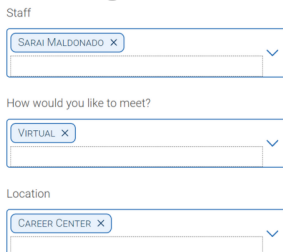


Pick a Date ⓘ
October 6, 2022

Find Available Time

Step 7

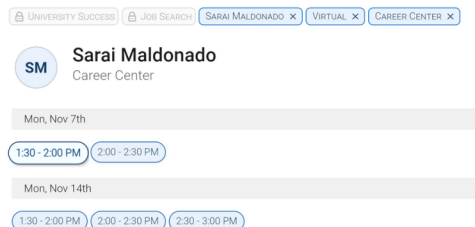
Select the **advisor, type of meeting, and location**.



Staff
SARAI MALDONADO X
How would you like to meet?
VIRTUAL X
Location
CAREER CENTER X

Step 8

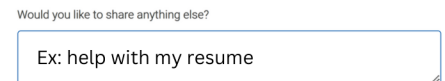
Select one **time slot**.



UNIVERSITY SUCCESS JOB SEARCH SARAI MALDONADO X VIRTUAL X CAREER CENTER X
SM Sarai Maldonado
Career Center
Mon, Nov 7th
1:30 - 2:00 PM 2:00 - 2:30 PM
Mon, Nov 14th
1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM

Step 9

Add additional **comments** if necessary, and click **"schedule"**.



Would you like to share anything else?
Ex: help with my resume

Schedule



Get in touch with the Career Center!

(909) 537-5250

careercenter@csusb.edu

@csusbcareer

https://www.csusb.edu/career-center

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