

CSUSB CAREER CENTER

Instructions For Students On How To Schedule An Appointment

STEP 1: Go to csusb.campus.eab.com/ to log into your myCoyote account and enter the Navigate appointment system automatically.

OR Log into your myCoyote account and click on the My Academics tile then the Navigate tile.

Login

Please sign-in to access your account...

Login

[Activate Your Account](#)
[Forgot / Change Password](#)



My Academics



Navigate

Step 2: From your Navigate Student Homepage, click on the "Schedule an Appointment" block (located in right hand corner).



Schedule an Appointment

Step 3: On the "Schedule an Appointment" page, select "University Success".

What type of appointment would you like to schedule?

University Success

Choose from the following options.

-- please choose one --

Step 4: Choose one of these appointment options from the drop-down list

- Career Advising (if you are unsure of what you need help with)
- Career Assessment Review
- Career Exploration
- Cover Letter Review
- Graduate/Professional School Advising
- Internship Search
- Interview Prep
- Job Search
- Major Exploration
- Networking/LinkedIn
- Personal Statement
- Resume Review

Step 5: Choose "Career Center" for the location and type the name of the Career Advisor you want to meet with. If you do not have a preference, click on the "Next" button to view all available Career Advisors.

What location do you prefer?

Career Center

Who would you like to meet with?

Any Staff

If you don't have a preference, just click Next.

Step 6: Select a Date and Time for your appointment and click on the "Next" button to view and confirm the details of your selection.

Once you complete the scheduling process, you will receive an email confirmation and a reminder 24 hours prior to your appointment.

Times From January 10 To January 14

Mon, Jan 11	Tue, Jan 12	Wed, Jan 13	Thu, Jan 14
Morning 4 Available	Morning 6 Available	Morning 6 Available	Morning 6 Available
Afternoon 10 Available	Afternoon 10 Available	Afternoon 8 Available	Afternoon N/A

Website: www.csusb.edu/career-center

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