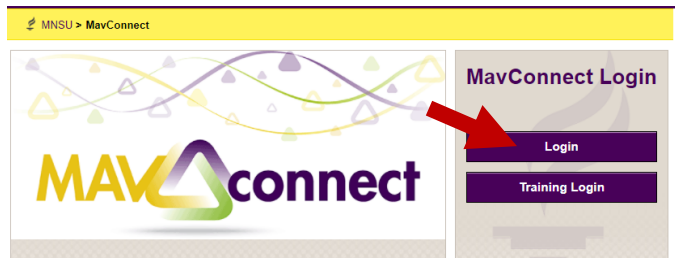


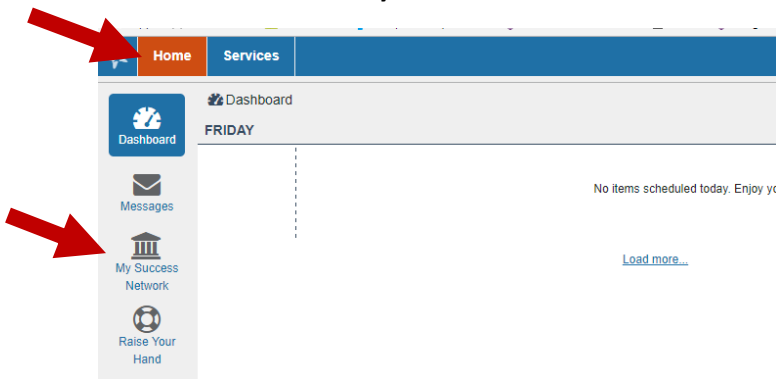
# Scheduling an Appointment Online through MavConnect

## College of Allied Health and Nursing

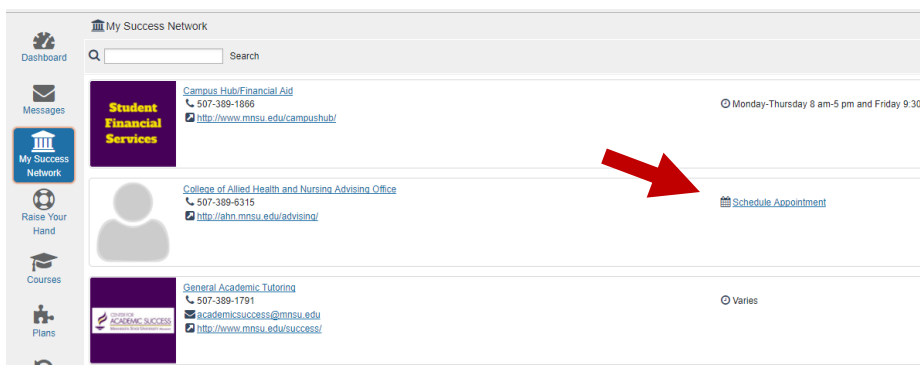
1. Go to [www.mnsu.edu/mavconnect](http://www.mnsu.edu/mavconnect).
2. Click on Login



3. Click the **Home** Button.
4. Then choose **My Success Network**.



5. Find the College of Allied Health and Nursing Advising Office and **click Schedule Appointment**.



6. Use the calendar and select a date for an appointment. Use the arrows to move to a new month, if needed.

Home Services

February 2018

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3
4	5	6	7	8	9	10

Today

SIGN-UP

### College of Allied Health and Nursing Advising Office

Time	Appointments
8:00 am	+ Sign Up (1 available spot)
10:30 am	+ Sign Up (1 available spot)
11:00 am	+ Sign Up (1 available spot)
11:30 am	+ Sign Up (1 available spot)
12:00 pm	+ Sign Up (1 available spot)
12:30 pm	+ Sign Up (1 available spot)
1:00 pm	+ Sign Up (1 available spot)
1:30 pm	+ Sign Up (1 available spot)
2:00 pm	+ Sign Up (1 available spot)
2:30 pm	+ Sign Up (1 available spot)
3:00 pm	+ Sign Up (1 available spot)

College of Allied Health and Nursing Advising Office

[College of Allied Health and Nursing Advising Office](#)  
 Phone 507-389-6315  
 Location 124 Myers Fieldhouse

7. Select a **time** for the appointment and click the **(+)** button.

Home Services

February 2018

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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2:00 pm	+ Sign Up (1 available spot)
2:30 pm	+ Sign Up (1 available spot)
3:00 pm	+ Sign Up (1 available spot)

College of Allied Health and Nursing Advising Office

[College of Allied Health and Nursing Advising Office](#)  
 Phone 507-389-6315  
 Location 124 Myers Fieldhouse

8. Select the **Reason** for the appointment, choose the time (30 min or 1 hour) and type a detailed description of why you want to meet. **Click Next.**

**Add Appointment** Details Review Confirmation

Service College of Allied Health and Nursing Advising Office

Date Tomorrow

When Friday at 8:00 am starting Tomorrow

Reason

Duration 30 minutes

Detailed Description  
Explain in detail what you are looking to accomplish in this appointment

\* Required fields

Never Mind Next >

9. Continue adding appointment detail for your appointment, then select **Schedule.**

**Add Appointment** Details Review Confirmation

⚠ Please review the details below and click this button to schedule your appointment. Schedule >

With Nelson, Jennifer

When Friday at 8:00 am starting Tomorrow

Reason Academic planning

Course

Duration 30 minutes

Location MF124

Occurrences 1 appointment will be scheduled on Tomorrow.

\* Required fields

Never Mind < Back Schedule >

10. Review and click **Close.**