

1. Log in with your netid and password and click the "Get Assistance" button.



2. Choose "Academic Advising" as your appointment type.

3. "Select "Undeclared (Non-VSE/Exploring Majors Advising)" as your College and then "Undeclared Advising (Non-VSE) as your service. **Students with declared major who wish to change to undeclared should instead choose "Declare/Change Program" and then "Change to Undeclared" or "Explore Majors (Non-VSE)".** Hit Next.

Service > Location & Staff > Select Time > Confirm



Schedule Appointment

What type of appointment would you like to schedule?

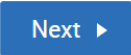
Academic Advising

Select your College below to meet with your declared major/program advisor. Choose declare/change major/minor to add a program. Choose Minor Advising, to meet with your Minor advisor. Lastly, select Advising Outside Your College for additional services.

Undeclared (Non-VSE)/Exploring Maj...

Which major/program/service?

Undeclared Advising (Non-VSE)



4. Choose "Center for Academic Advising, Retention, and Transitions (CAART) as the office location before selecting the advisor with whom you would like to meet.

Service > Location & Staff > Select Time > Confirm



Schedule Appointment

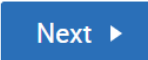
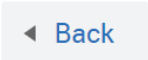
Tell us which office you would like to meet with. DO NOT choose option of -- ANY LOCATION --

Center for Academic Advising, Retent...

Choose Your Advisor/Staff Member

x King, Jason

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



- Choose your preferred day to see the list of available times or click “View Walk-in Times” if you prefer to drop-in for an appointment.

Reason > Location & Advisor > Select Time > Confirm

Schedule Advising Appointment

Appointment Times For The Week Of September 04

Mon, Sep 04	Tue, Sep 05	Wed, Sep 06	Thu, Sep 07	Fri, Sep 08
Morning N/A	Morning N/A	Morning 3 Available	Morning 3 Available	Morning 1 Available
Afternoon N/A	Afternoon N/A	Afternoon N/A	Afternoon N/A	Afternoon 2 Available

View the times you can see a staff member without an appointment.

or

Reason > Location & Advisor > Select Time > Confirm

Schedule Advising Appointment

Available Walk-In Times

Center for Academic Advising, Retention, and Transitions (CAART)

Jason King

Thursday **12:45pm-4:30pm** Advises students with last names (H-L) but will see all students during walk-in advising shift. Walk-ins are for students needing 15 minutes or less so come prepared with questions! If you anticipate needing more time, please schedule an appointment. Location: 3600 Student Union Building | Phone: 703-993-2470 Email: jking@gmu.edu Website: advising.gmu.edu Be early. Be thoughtful. Be prepared. Be informed.

Monday-Friday **9:00am-4:30pm** August 24, 2017 - September 5, 2017 Advises students with last names (H-L) but will see all students during walk-in advising shift. Walk-ins are for students needing 15 minutes or less. If you anticipate needing more time please make an appointment. Location: 3600 Student Union Building | Phone: 703-993-2470 Email: jking@gmu.edu.

- After you click on your preferred meeting day and either morning or afternoon, you will be prompted to choose a specific meeting time before hitting “Next.”

Reason > Location & Advisor > Select Time > Confirm

Schedule Advising Appointment

Appointment Times For The Week Of September 04

Mon, Sep 04	Tue, Sep 05	Wed, Sep 06	Thu, Sep 07	Fri, Sep 08
Morning N/A	Morning N/A	Morning 3 Available	Close 9:00am 10:00am 11:00am	Morning 1 Available
Afternoon N/A	Afternoon N/A	Afternoon N/A		Afternoon 2 Available

View the times you can see a staff member without an appointment.

or

- Review the details of your appointment request before hitting “Confirm Appointment” to finalize your meeting.



Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

Who: [Redacted]th
Jason King

When: Thursday, September 07
9:00am - 10:00am

Why: Undeclared Advising (Non-VSE)

Where: Center for Academic Advising, Retention,
and Transitions (CAART)

Additional Details

Advises students with last names (H-L) Location: 3600 Student Union Building I Phone: 703-993-2470
Email: jkingj@gmu.edu Website: advising.gmu.edu Be early. Be thoughtful. Be prepared. Be informed.
Late Appointment Policy: Students who are 15 minutes late or more for an appointment should call
703.993.2470 to cancel or reschedule at their earliest convenience. No same day or walk-in advising
appointments for cancelled appointments.

Is there anything specific you would like to discuss with Jason?

Comments for your advisor...

Would you like to set a reminder?

Email will be sent to spatel23@gmu.edu

[← Back](#)

[Confirm Appointment](#)