1. Go to www.mnsu.edu/mavconnect.
2. Click on Login.
3. Click on the Navigation (three lines) button and choose My Success Network.
4. Find the service (office) you want to meet with and click on Schedule. Choose College of Social and Behavioral Sciences Advising Center.
5. Select the **Reason** for the appointment.

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

7. Select a time for the appointment and click “Continue”
8. Confirm that the date/time/reason look correct for your request and add any **additional details that you want to share with your advisor prior to the meeting.** Click **Confirm** to request the appointment.