

ONE STOP GUIDE TO NEUROSCIENCE ADVISING

*If you have quick questions, the best way to get in contact with the advisors is through email at neuroadvising@vt.edu *

To schedule and advising appointment:

1. Go to: <https://neuroscience.vt.edu/undergraduate/advising.html>
2. Scroll down to find the “Schedule an appointment with advisor” box.

SCHEDULE AN APPOINTMENT
WITH ADVISOR

IF YOU NEED HELP
SCHEDULING AN ADVISING
APPOINTMENT, CHECK
INSTRUCTIONS HERE.

IF YOU NEED TO CANCEL AN
ADVISING APPOINTMENT,
CHECK INSTRUCTIONS HERE.

4. This will take you to the following page. Click on the blue “schedule an appointment” box.

The screenshot shows the Virginia Tech Student Home page. At the top, there's a navigation bar with the Virginia Tech logo and the text "VIRGINIA TECH". Below this, the page is titled "Student Home". On the right side, there's a blue button labeled "Schedule an Appointment", which is highlighted with a red box. Below the button, there's a "Quick Links" section with links for "Take me to..." and "School Information". Further down, there's an "Upcoming Appointments" section that says "You have no upcoming appointments." On the left side, there's a sidebar with icons for home, mail, and calendar. Below the sidebar, there's a section titled "Classes This Term" with a table of classes. The table has columns for "Actions", "CLASS NAME", "PROFESSOR", "DAYS/TIMES", "MID", and "FINAL".

Actions	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL
<input type="checkbox"/>	BCHM-3114-201809-89754 Biochemistry for Biotechnology and the Life Sciences	Michael Klemba	MWF 8:00a-8:50a TORG-2150		
<input type="checkbox"/>	BIOL-4674-201809-81376 Pathogenic Bacteriology	Stephen Melville	MW 4:00p-5:15p LITRV-1870		
<input type="checkbox"/>	BIOL-4724-201809-81378 Pathogenic Bacteriology Lab	Katrina Lasley	TR 8:00a-9:50a HAHN N-216		
<input type="checkbox"/>	COS-4984-201809-90890 Special Study	Estrella Johnson			
<input type="checkbox"/>	NEUR-4044-201809-88847 Neuroscience Senior Seminar	Alicia Pickrell	TR 11:00a-12:15p LFSCI-101		
<input type="checkbox"/>	NEUR-4994-201809-86903 Undergraduate Research	Gregorio Valdez			
<input type="checkbox"/>	PSYC-3014-201809-87808 Abnormal Psychology	Russell Jones	TR 2:00p-3:15p NCB-320		

- On the next page fill in the drop in menu with “Advising,” then a new box will appear. Fill this box with “Science Advising,” and the next box with “School of Neuroscience.”

Campus Student Success Collaborative

Fall 2018

Service > Location & Staff > Select Time > Confirm

Schedule Appointment

What type of appointment would you like to schedule?

Advising

Select a Service Category

Science Advising

Select a Service for your Appointment

School of Neuroscience

Next

- Click Next.

- Select the location for the advising appointment as “Sandy Hall.”
- If you want an appointment with a specific advisor, select their name from the drop down menu. If you don’t care which advisor you meet with, leave the box blank.

Select a Location for your Appointment

Sandy Hall (Virtual)

Select an Advisor


Sabbagh, Mohammad

Bechtel, Sarah

Back

Next

9. Click Next.
10. This brings you to a calendar page showing available appointments. You can use the arrows at the top to move from week to week. Each box details the amount of available appointments in that block, and when you click on the block it will give you the exact times of available appointments. Select the appointment you would like and hit next.

**Campus**
Student Success Collaborative

Fall 2018 ?

Service > Location & Staff > **Select Time** > Confirm

Schedule Appointment

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Times From August 27 To August 31

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Mon, Aug 27	Tue, Aug 28	Wed, Aug 29	Thu, Aug 30	Fri, Aug 31
Morning N/A	Morning N/A	Morning N/A	Morning 1 Available	Morning 1 Available
Afternoon N/A	Afternoon N/A	Afternoon 2 Available	Afternoon 1 Available	Afternoon 4 Available

Don't see the time you're looking for? [View Drop-in Times](#)

< Back

Next

