

HOW TO SCHEDULE AN ADVISING APPOINTMENT (ZOOM)

WHY SHOULD I MEET WITH MY ACADEMIC ADVISOR?

- registering for the next semester's classes
- dropping a class
- withdrawing from a class
- resigning from a semester
- choosing a major and/or minor
- taking classes at another institution
- studying abroad
- completing undergraduate research
- campus resources

USE THE NAVIGATE PLATFORM: <https://vt.campus.eab.com> DOWNLOAD THIS PDF HERE: <https://tinyurl.com/BIOLzoomRegistrationSteps>

Student Home

Class Information Reports Calendar Send a Message

VT VIRGINIA TECH.

Schedule an Appointment



Schedule Appointment

What type of appointment would you like to schedule?

Advising

Select a Service Category

Engineering Advising

Select a Service for your Appointment

General Engineering

Next ▶

Type of Appointment:
Advising



Service Category:
Biological Sciences Advising

Service for Appointment:
Biological Sciences

Schedule Appointment

Select a Location for your Appointment

Goodwin Hall

Goodwin Hall (Virtual)

Select an Advisor

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

◀ Back

Next ▶



Location for Appointment:
Derring Hall (Virtual)

Advisor:
Summer Orientation:
Advising Team will populate.
Fall/Spring: Your assigned advisor's name will populate.

A few notes:

- Advising appointments will be held virtually through the **Zoom** video-conferencing tool.
- Students can connect to Zoom using a URL or by calling through a phone.
- Specific details for joining the Zoom meeting for your scheduled appointment are available in several places:
 - 1) under the special instructions when you schedule the appointment
 - 2) in your appointment confirmation email
 - 3) in your appointment reminder email
- When scheduling the appointment, leave a comment so your advisor can prepare for your meeting.
- For the meeting, be prepared with a list of questions, a blank [checksheet](#) for your intended major(s) and something to take notes with.