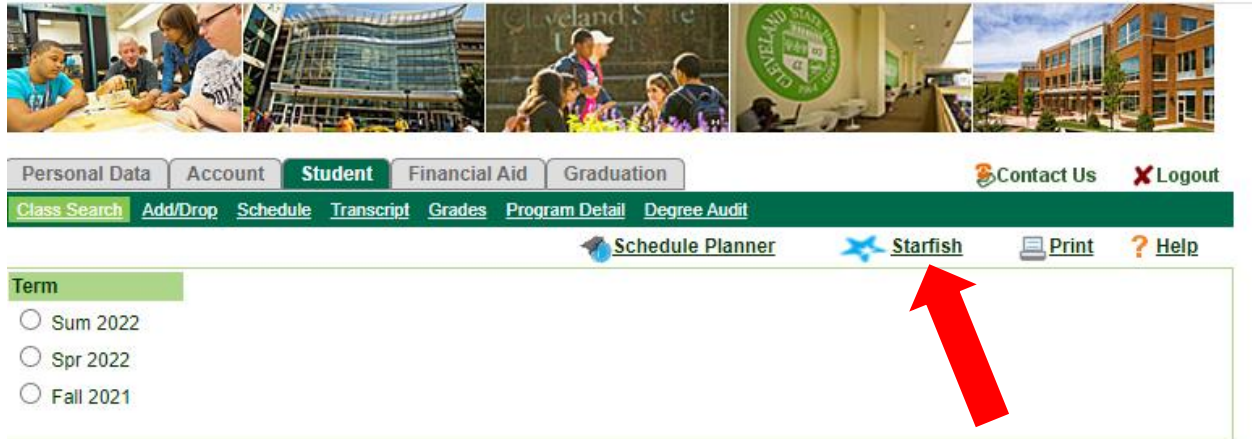

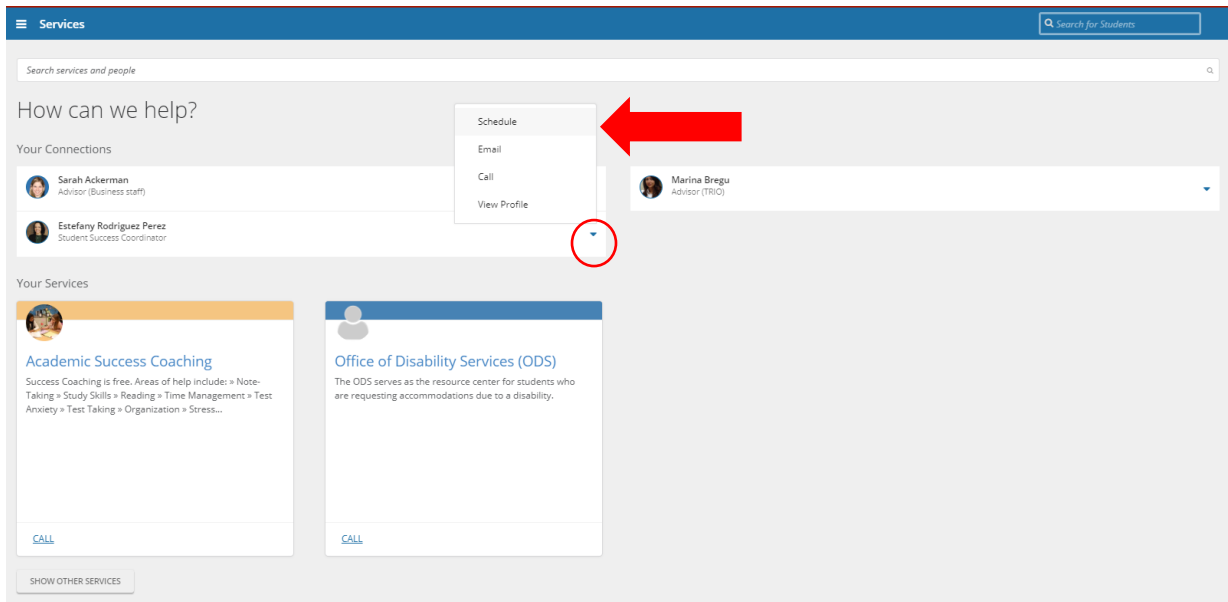


How to Sign up for Appointments with Your Advisor in Starfish

1. Log into Starfish via your CampusNet Account. Select 'Starfish' in your Student tab.



2. Select the options button  in the upper left corner. Select 'My Success Network'. You will see a combination of assigned advisor(s) and services available to you.
3. If your advisor has office hours in Starfish, you will select the drop-down arrow > Select 'Schedule'. You can also email, call or view their profile using the drop-down arrow. If you are not able to schedule with your advisor in Starfish, reference their contact information to reach them.



4. Once you click ‘Schedule’, you will be prompted to answer a few questions regarding what type of support you are seeking from your advisor. Some services have multiple options to choose from. Select the appropriate responses and then click ‘Continue’.

Schedule Appointment
Advisor (Student Success Specialist)

What do you need help with?

CCP advising

CLASS Advising

Exploratory

Exploratory: Academic progress check

Exploratory: Advising: Academic concern (please describe: hold removal, grad app, etc.)

Exploratory: Course registration / add / drop

Exploratory: Major / career exploration

Exploratory: Other (please describe)

Freshman Advising

Key Bank Scholars

[CANCEL](#) **CONTINUE**

5. You will be directed to your advisor’s calendar. Your advisor may have a variety of appointment times and locations available. Select the day/time that works best for you. Then, click ‘Continue’.

Schedule Appointment
Advisor (Student Success Specialist)

What day and time works for you?

The appointment times you see do not overlap with your already scheduled appointments.

02-01-2022 → 03-03-2022 Filter: All session types

February 2022

Su	Mo	Tu	We	Th	Fr	Sa
		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					

Wed 2/2 1 available

8:00 am - 9:00 am Multiple appointment locations 60m

Thu 2/3 1 available

8:00 am - 9:00 am Multiple appointment locations 60m


Fri 2/4 1 available

8:00 am - 9:00 am Multiple appointment locations 60m

[BACK](#) **CONTINUE**

6. If your advisor has multiple appointment locations (e.g., Berkman Hall, Zoom), you will need to select your preferred location. To do this, click the drop-down arrow under 'Location'. In the text box on the right side, you are able to add more information about why you are scheduling the appointment. Then, click 'Confirm'.

Schedule Appointment

 **Gina Cascone**
Advisor (Student Success Specialist)

Does this look correct?

Date and Time
Fri 2/4
8:00 am - 9:00 am

Reason for Visit
Exploratory: Academic progress check [change](#)


If you want, tell us a little bit about what's going on so we can help


Location +
Zoom
Zoom
Berkman Hall 110 I

[BACK](#) [CONFIRM](#)

7. That's it! You will receive a confirmation email with the time and location. The final page allows you to make a change to the appointment and view upcoming ones, if needed.

Schedule Appointment

 I look forward to seeing you! ×

 **Gina Cascone**
Advisor (Student Success Specialist)

Date and Time
Fri 2/4
8:00 am - 9:00 am

Reason for Visit
Exploratory: Academic progress check
[Make a change to this appointment](#)
[Return to the main Services page](#)
[View all upcoming appointments](#)

Location
Berkman Hall 110 I

Student Note
Recent change in grades, want to discuss options.

***Contact CSU Starfish support with any Starfish-related questions at: starfishsupport@csuohio.edu**