How to Schedule Your Advising Appointment

1. Log into https://mtsu.campus.eab.com using your Pipeline credentials. You can also find the "Schedule an Advising Appointment" link in Pipeline's Registration and Student Records page.

2. On the Navigate Homepage you will click on the blue scheduling button found to the right:

   ![Schedule Advising Appointment Button]

3. Select the location of your major's College. If you are unsure, visit the major's department website to verify its College. If you're changing your major, select the new major's location.

4. Below this option you will then select the reason for the appointment.

5. On the next screen, make sure the correct advising center is selected from the drop-down box. Your assigned advisor will include "(Your Advisor)" next to their name.

6. Next you will be shown your advisor's availability calendar. Select a time that works for both you and your advisor. Make sure you read any additional appointment details and add in any comments that you feel your advisor should know beforehand. You have the option to select "Send Me a Text" to receive reminders. Click "Confirm Appointment" and you will receive an email confirmation within a few minutes.