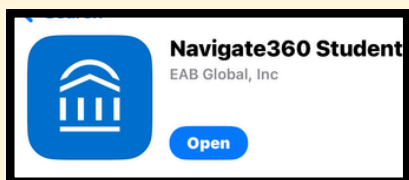




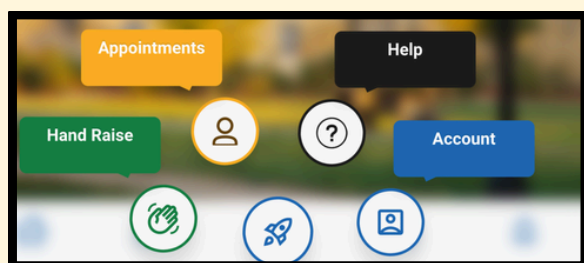
FORT HAYS STATE  
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# How to Schedule a Academic Success Appointment in Navigate



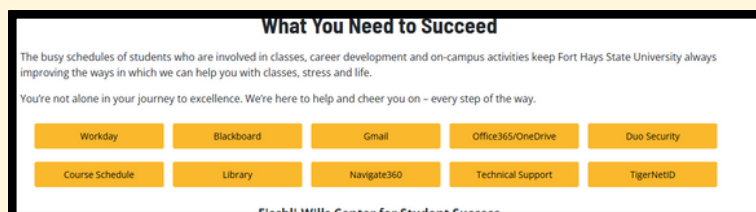
Find the “**Navigate 360 Student**” app in your app store!

Sign into the Navigate app and click the rocketship icon. Then, Click the “**Appointments**” bubble

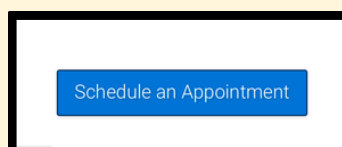


Click the “**Schedule an Appointment**” Button

Go to the “students” tab at **fhsu.edu**



Find “**Navigate 360**” and log in with your FHSU ID



Upon opening, the left side drop-downs should match the following:

1. **On-Campus Academic Success - Tutoring & Success Coaching**

2. **Academic Coaching -**

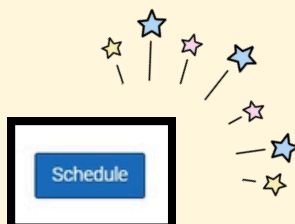
a. (There are options to choose from- Select the service that fits your needs)

3. **Your available meeting date**

After finding a date that works for you, select “**Find Available Time.**”

Times will generate once you choose your date. **Pick one of these times!**

After selecting a time, review the details of your appointment. If correct, click “**Schedule**”



Appointments are held in the **Fischli-Wills Center for Student Success** on campus. Be sure to check in at the front desk!