Step 1: Log on to my.ku.edu
Step 2: Click “Academics”, then “My Progress”
Step 3: In the “My Progress” window, click the gray “Academics” tab, then click “Make an advising appointment.”
Step 5: In the MySuccess window that comes up, click “My Success Network”
Step 6: Scroll down to your advisor and click “Make an Appointment”
Step 7: Viewing the calendar that comes up, click a space with a green circle on it to start setting up an appointment.
(Two screenshots for this)
Add Appointment

- With: Youngblood, Kristina
- Reason: [Editor]
- Course: [Dropdown]
- When: 8:30 am 10-30-2017
- Duration: [Dropdown]
- Where: Blair 510
- Instructions: Please include your phone number and reason for visit. I look forward to seeing you.

Details
Explain in detail what you are looking to accomplish in this appointment

Required fields

Submit
Never Mind