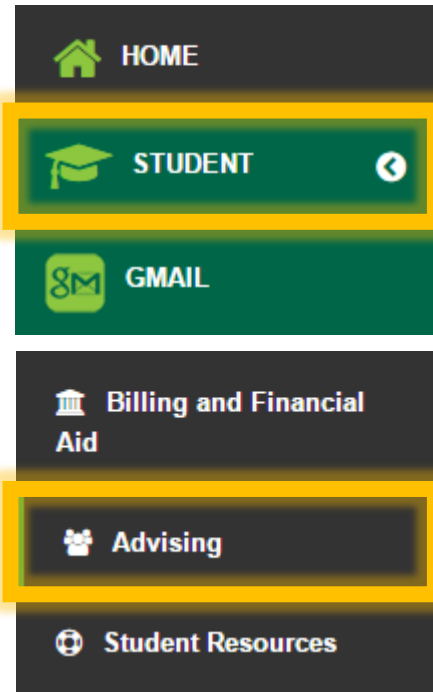


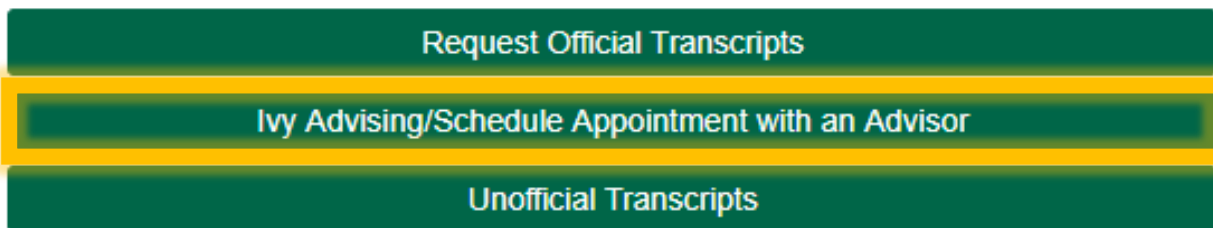
HOW TO MAKE AN APPOINTMENT WITH YOUR ASSIGNED ADVISOR:

1. Log into MyIvy (my.ivytech.edu).
2. Click on **STUDENT** to the left.



3. Click on **ADVISING** under the Student tab.

4. Click on **IVY ADVISING/SCHEDULE APPOINTMENT WITH AN ADVISOR**.

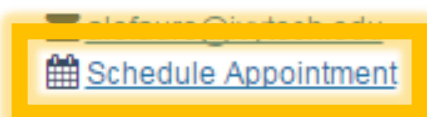


5. Once you click on “Schedule Appointment with an Advisor” it will take you to a new page called Ivy Advising. Click on **MY SUCCESS NETWORK**.



6. Locate your assigned advisor or faculty advisor and click on **SCHEDULE APPOINTMENT**

Assigned Advisor



NOTE: If you need to cancel your appointment, find the scheduled appointment in your upcoming events. This will allow you to edit or cancel your appointment.