HOW TO MAKE AN APPOINTMENT WITH YOUR ASSIGNED ADVISOR:

1. Log into MyIivy (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.
   - Request Official Transcripts
   - Ivy Advising/Schedule Appointment with an Advisor
   - Unofficial Transcripts
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

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.