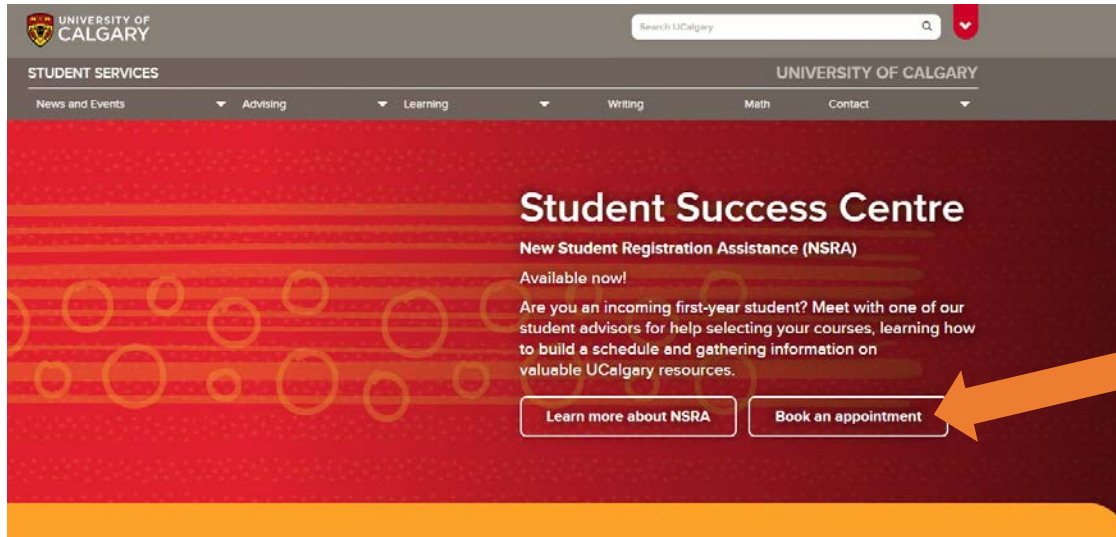
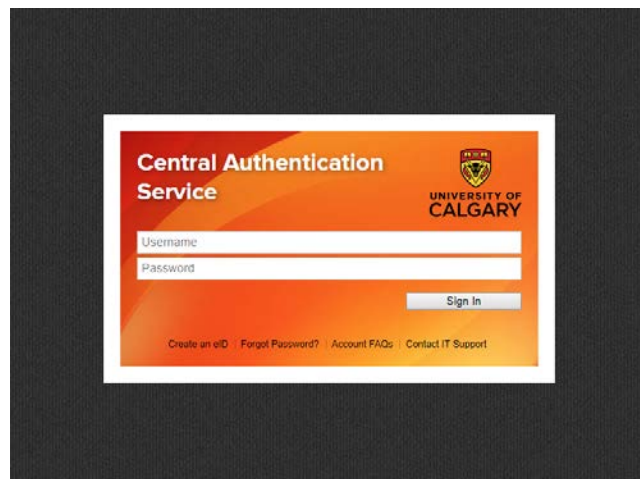
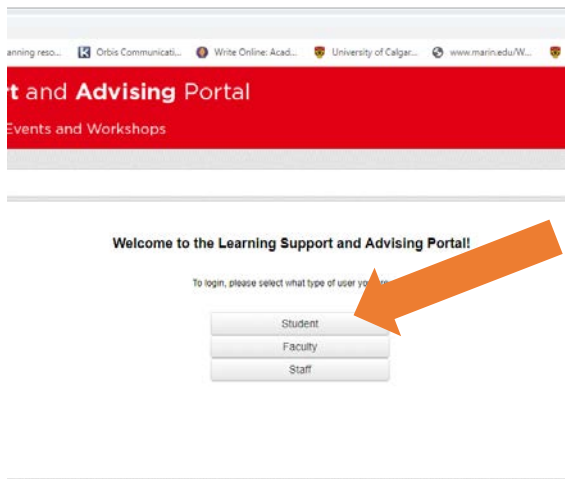


# Avoid 'no-showing' and cancel your appointment booking or workshop registration

**Step 1:** Go to [www.ucalgary.ca/ssc](http://www.ucalgary.ca/ssc) and select the **Book an appointment** button.



**Step 2:** Select **Student** and login using your UCID.



**Step 3: Select My Calendar from your Dashboard.**

Welcome Test Student

Register for an Event Book an Appointment

Dashboard Appointments Event Registration

Overview My Account My Calendar My Schedule

Welcome to the Learning Support and Advising Portal!  
Please select a service from the navigation bar on the left.

**Upcoming Events / Workshops**

Monday, September 16, 2019

08:45 AM - 09:45 AM Events	<b>Blitz - KNB</b> MacKimmie Tower Rm 501
08:45 AM - 09:45 AM Events	<b>Blitz - Quad</b> MacKimmie Tower Rm 501
09:45 AM - 10:45 AM Events	<b>Blitz - Quad</b> MacKimmie Tower Rm 501
09:45 AM - 10:45 AM Events	<b>Blitz - KNB</b> MacKimmie Tower Rm 501

**Step 4: Select the registered event or appointment you would like to cancel.**

Overview My Account My Calendar My Schedule

< >

Choose Date

Today Month Week Day

**September 2019**


Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

9a Academic Development Appointments - Booked

2p Avoiding Procrastination

## Step 5: Select Cancel Appointment/ Registration

Academic Development Appointments [← Back to Calendar](#) [← Back to Day](#)

[Cancel Appointment](#) 

**BOOKING DETAILS**

Status:	Booked
Date:	Sep 17, 2019
Time:	9:00 AM to 9:50 AM
Type:	Academic Improvement
Location:	Student Success Centre, 3rd Floor TFDL
Provider:	Kaitlin van Geel

**MY DETAILS**

Student:	Test Student (111111111)
Student ID:	111111111
First Name:	Test
Middle Name:	
Last Name:	Student