Booking an appointment at the Student Success Centre

Step 1: Go to www.ucalgary.ca/ssc and select the Book an appointment button.

Step 2: Select Student and login using your UCID.

Step 3: Select Student Success Centre from the left-hand menu
Step 4: Select the appointment service you would like access from the left-hand menu

Step 5: Select **Book by Appointment Type** (You can also select **Book by Appointment Provider** if you know the provider you would like to have an appointment with)
Step 6: Select **Check here to see Appointment Availability** for the appointment type you would like to access.

Step 7: Select an open appointment slot for the desired day and time you would like to attend. **Note:** If calendar is blank, all available appointments have been booked.
Step 8: Enter your phone number and your reason for booking the appointment first, then select **Book Appointment**.

Change your mind? Here’s how to cancel an appointment: