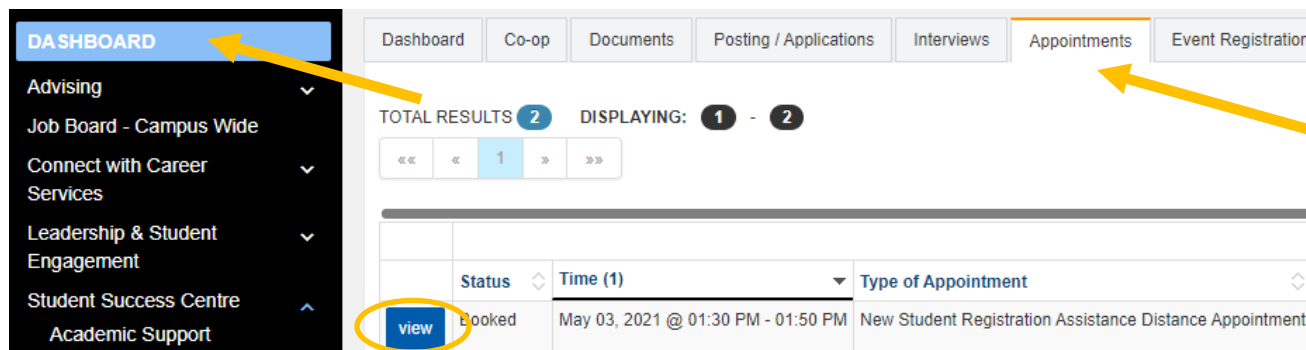
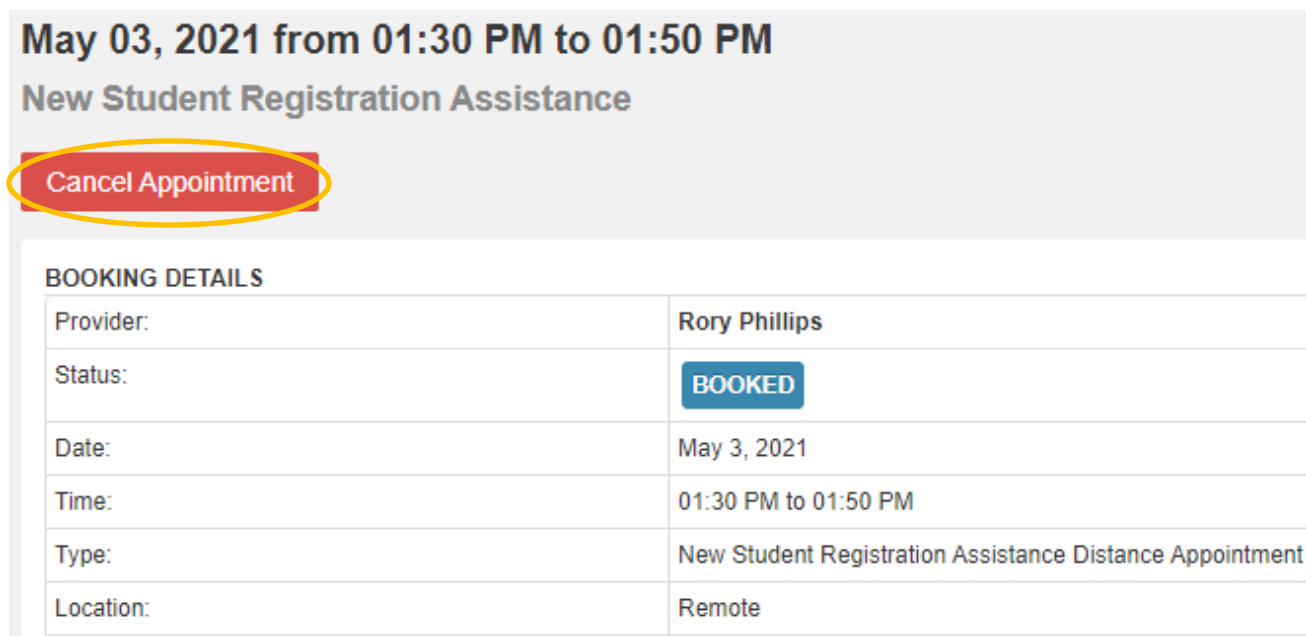


Step 1: View, cancel or change your appointment by clicking on “Dashboard” and then the “Appointments” tab. Click “View” next to the appointment you wish to change/cancel.



The screenshot shows a navigation menu on the left with 'DASHBOARD' highlighted. The main content area has tabs for 'Dashboard', 'Co-op', 'Documents', 'Posting / Applications', 'Interviews', 'Appointments', and 'Event Registration'. The 'Appointments' tab is active. Below the tabs, there is a summary of results: 'TOTAL RESULTS 2' and 'DISPLAYING: 1 - 2'. A pagination control shows '1' selected. Below this is a table with columns for 'Status', 'Time (1)', and 'Type of Appointment'. The first row shows 'Booked', 'May 03, 2021 @ 01:30 PM - 01:50 PM', and 'New Student Registration Assistance Distance Appointment'. A 'view' button is located below the 'Booked' status in the first row.

Step 2: Click on “Cancel” to cancel the booked appointment.



The screenshot shows the appointment details for 'May 03, 2021 from 01:30 PM to 01:50 PM' for 'New Student Registration Assistance'. A red button labeled 'Cancel Appointment' is highlighted. Below this is a table titled 'BOOKING DETAILS' with the following information:

BOOKING DETAILS	
Provider:	Rory Phillips
Status:	BOOKED
Date:	May 3, 2021
Time:	01:30 PM to 01:50 PM
Type:	New Student Registration Assistance Distance Appointment
Location:	Remote

*Note that to Change an appointment, you must cancel the current appointment and then book a new appointment at a time that better fits your schedule.