LOG IN
Log in using Single Sign-On
https://sso.csulb.edu

Use your student ID number and Beach password (same as used for MyCSULB/Beachboard. Click on the Advisor Content button.

REQUEST AN APPOINTMENT
From the main page, click on the Appointment Tab

REQUEST AN APPOINTMENT
Scroll down and click on the [Request New Appointment] link.

(When you have submitted a request it will appear on this page. If approved, it will move over to the approved appointments column).
COMPLETE REQUIRED INFO
- Advising Center & Type of Appointment

All other information is optional.

CHECK AVAILABILITY

SELECT DAY AND TIME
A list of available appointment
In the advising center you
Selected will appear on the right.

Select a day and time that works
with your schedule by clicking on
the advisor’s name at that time.

FINALIZE YOUR REQUEST
Optional: In the box that
appears, add any notes that you
think are pertinent to your
appointment.

***If you selected “other” as
the appointment type, this
becomes required.

Submit your Request

CHECK YOUR EMAIL
Make sure your preferred email
accepts emails from CSULB and
always check you junk folder.

You will get the following emails from Advisor Connect:

1. We have received your request (immediately).
2. Your request has been approved or denied
   (within 1-2 business days).
3. A reminder email will be sent the day before for
   all approved appointments.