

## Appointment Procedures and Guidelines

- Undergraduate students seeking academic advising with an academic advisor, use [SSC- Advising & Tutoring](#).
- You can only schedule an appointment up to two weeks in advance.
- If you have been disqualified from the University, you must attend a Reinstatement Workshop in the [University Center for Undergraduate Advising](#) (UCUA) before you can make an appointment with an advisor. To register call UCUA at (562) 985-4837.

## Appointment Information

- Bring Your CSULB ID Card
- Since advising sessions are scheduled for 30 minute intervals, we recommend you review your plan in your [Degree Planner](#) prior to your appointment.

## Late Appointments

- Advising appointments are scheduled for 30 minute sessions, so it is recommended that you arrive 10 minutes early.
- Your appointment may be cancelled if you are 10 minutes late.

## Cancellations

- If you cannot keep an appointment, you must cancel the appointment at least 24 hours in advance.
- **Please be courteous to other students by planning ahead (cancel or reschedule in a timely fashion). This will help open up time slots for other students.**