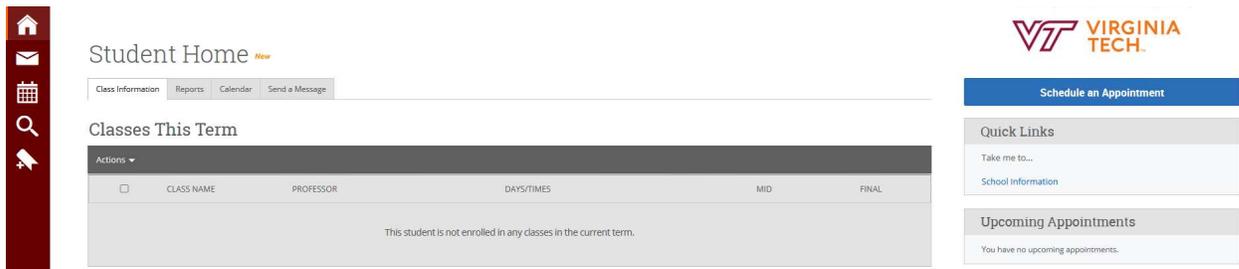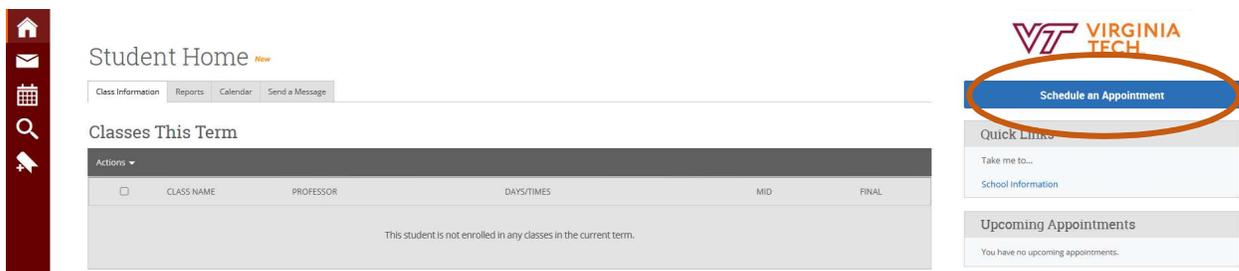# How do I schedule a transitional advising appointment?

Virginia Tech is excited to offer online appointment scheduling through the Navigate.
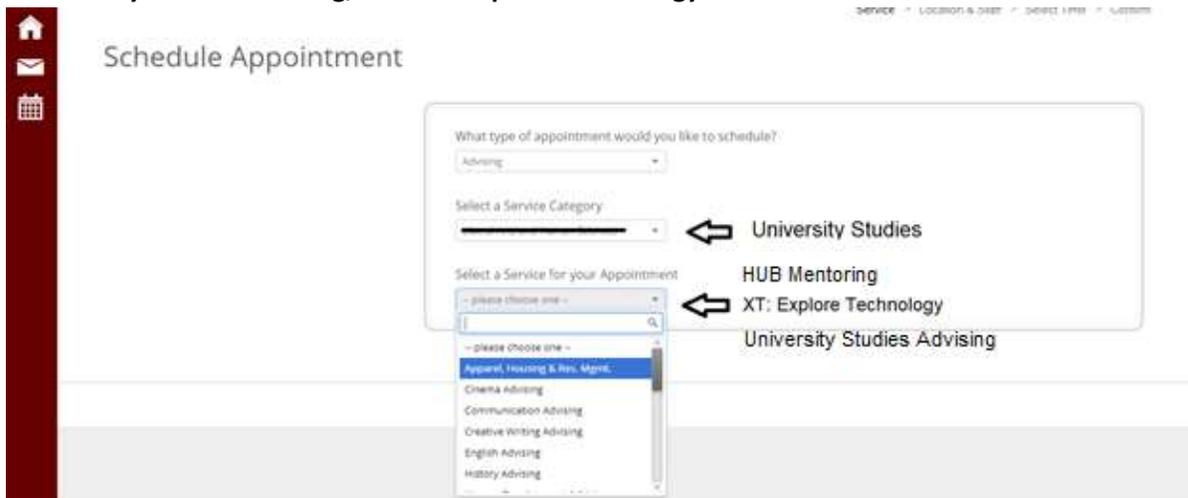
1. Go to www.registrar.vt.edu/campus to learn more about the platform and launch the platform by clicking the "Launch Navigate Platform" button.

2. Once in the platform you will see a screen similar to this:

3. To schedule an appointment with your advisor, click on ***Schedule an Appointment***.

4. Follow the prompts to schedule an advising appointment by first selecting "**Advising**" for the type of appointment, then "**University Studies**" for the Service Category, and finally **"HUB Mentoring," "University Studies Advising," or "XT: Explore Technology"** as the Service.

5. Then select the location from the drop-down menu, this should be "**Newman Library, Suite 419 (Virtual)",** and then you can select your advisor or mentor from the "Select an Advisor" box.

6. Then click *Next* to see the availability options for your advisor or mentor.