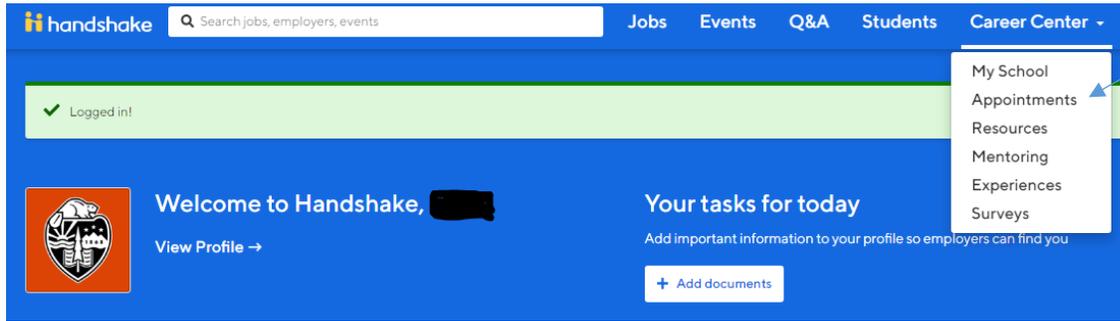


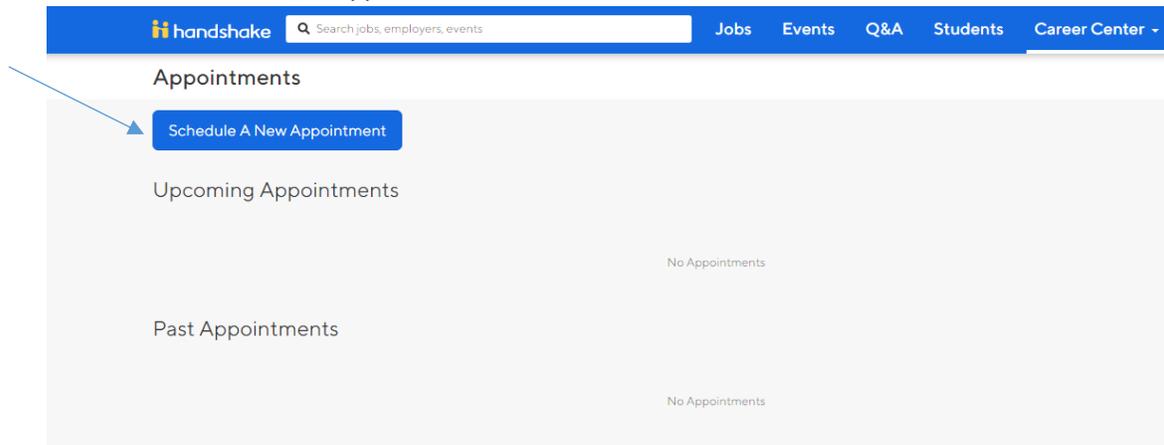


Please follow directions below to schedule an appointment with your academic advisor:

1. [Log into Handshake](#) using your ONID username and password here
  - a. <https://oregonstate.joinhandshake.com/login>
2. On navigation bar click on the "Career Center" tab and select "Appointments"



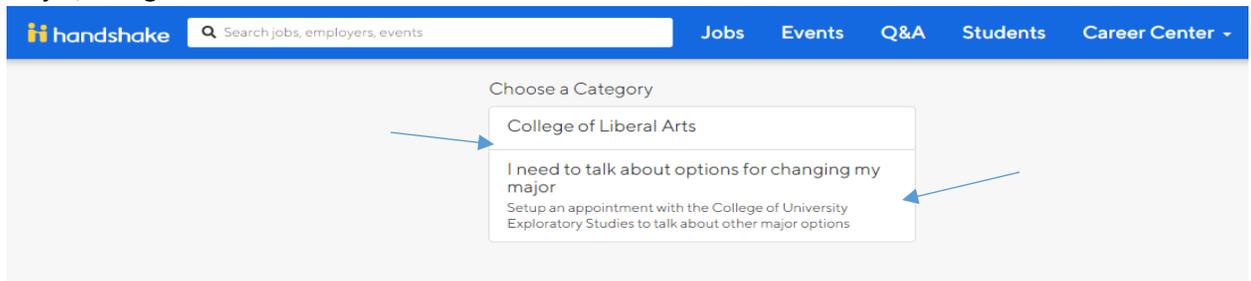
3. Select "Schedule a New Appointment"



4. You may see multiple categories on this list. **Current UESP students** should look for the category that looks like this:

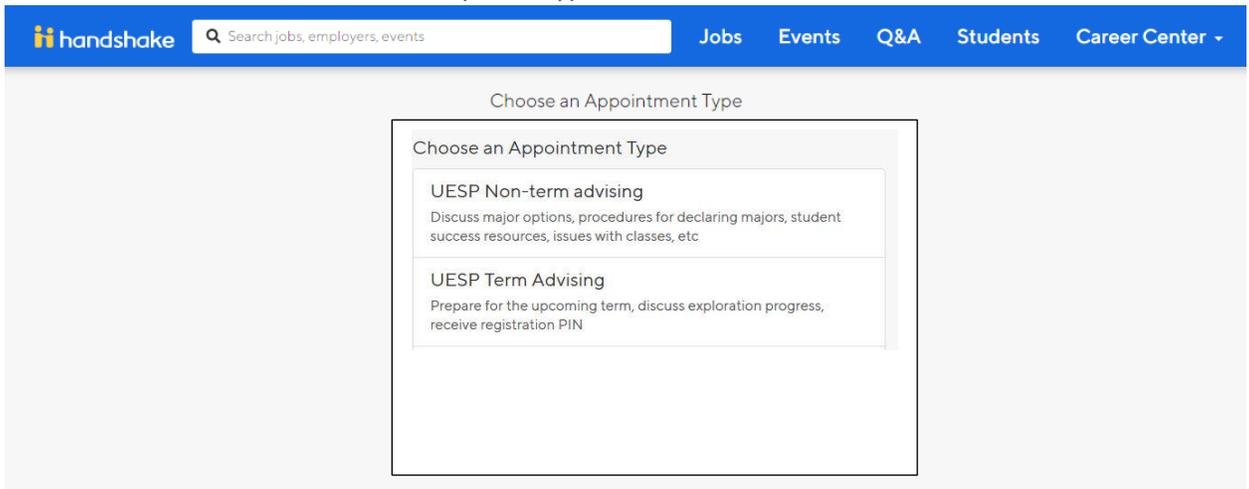


5. **Non-UESP students**, choose the following to talk to an advisor about possibly changing your major/college.



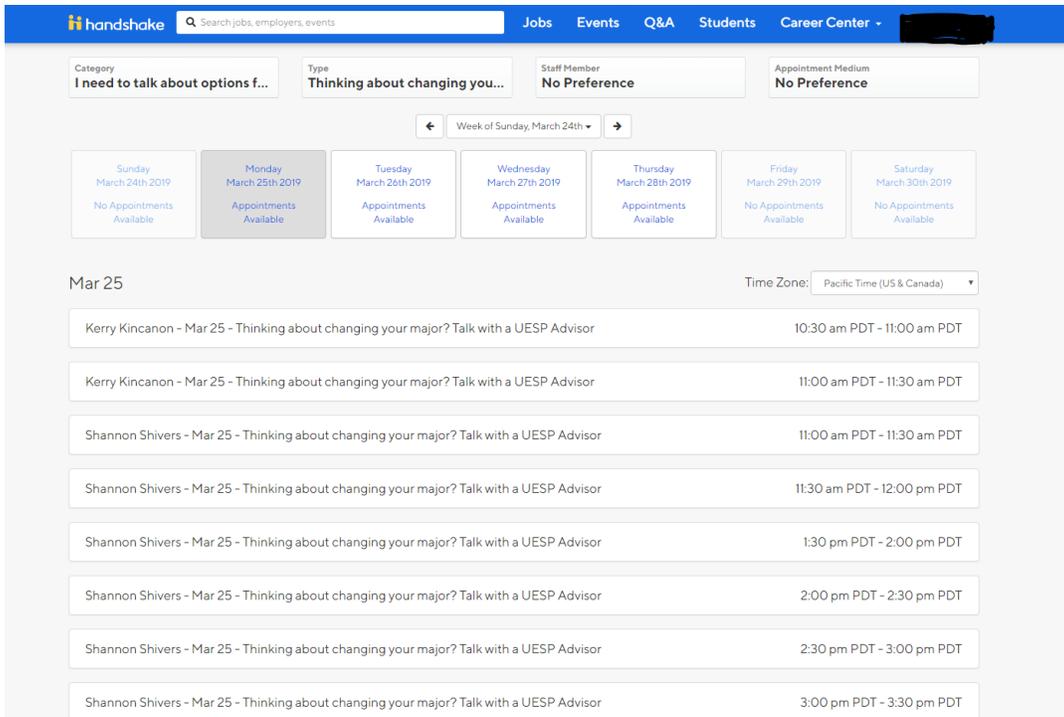


6. Current UESP students, then select a specific type.



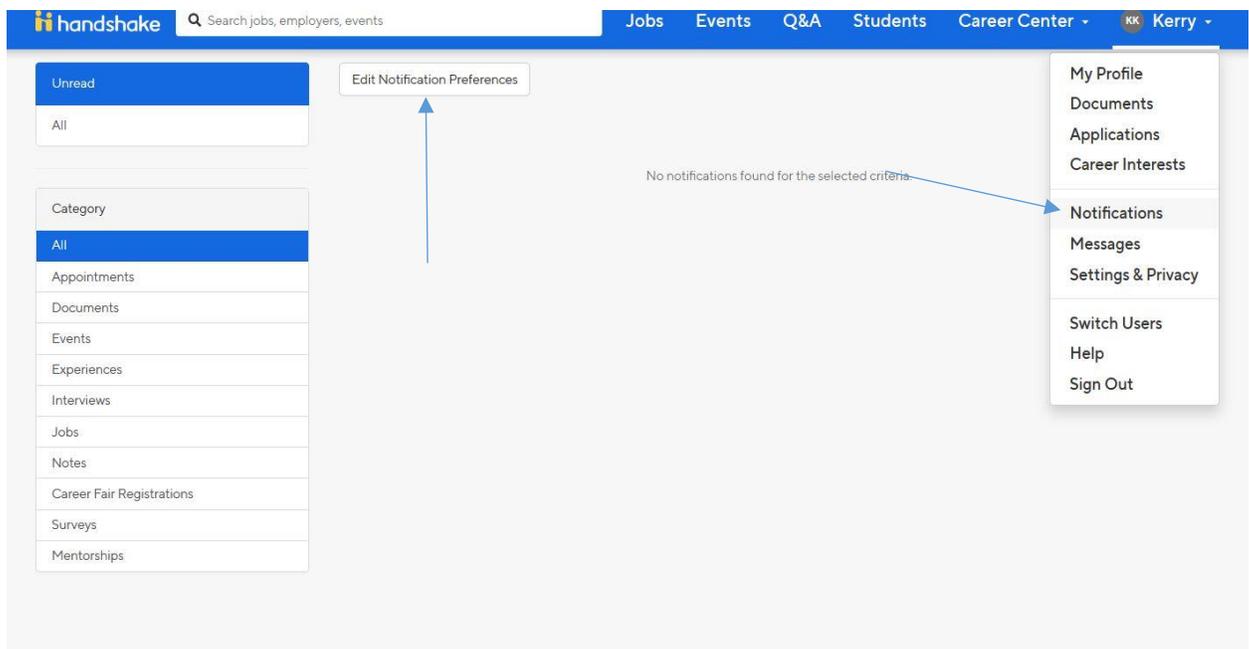
If we are doing our mandatory term check-in (typically in weeks 5-10 of the term), choose the “UESP Term Advising” option. Other types of appointments – registration troubleshooting, major exploration counseling, academic issues – choose “UESP Non-Term Advising. **UESP students who are coded as Distance–Ecampus** for their official campus will see similar options with a distinctive type of “UESP Advising for Ecampus”.

7. Then you will be able to choose a time and date for your appointment.



8. If you are an **E-Campus student who lives outside of Corvallis and/or unable to make an in person appointment** - in the comment section please provide the necessary number for a phone appointment

9. After you choose a date and time keep an eye out for an email confirmation saying the advisor has confirmed the appointment. Note that Handshake has a glitch that sometimes causes the time in appointment notifications to dramatically shift time zone! Know that the original time you selected is correct, and we will do our best to follow up with a second email that confirms your time. Also, you will be notified if the advisor has to adjust the time of the appointment. Login to Handshake and find the appointment if you need to request changes or cancel the appointment. **You can also edit your notification preferences to get reminders by text if you prefer.** Just make sure your cell number is in your profile and then go to the notifications section to edit your notification preferences.



The screenshot displays the Handshake web application interface. At the top, there is a blue navigation bar with the Handshake logo, a search bar, and menu items for Jobs, Events, Q&A, Students, Career Center, and a user profile for Kerry. On the left side, there is a sidebar with a filter menu. The 'Unread' section is active, showing 'All'. Below it, the 'Category' section is expanded, listing various categories: All, Appointments, Documents, Events, Experiences, Interviews, Jobs, Notes, Career Fair Registrations, Surveys, and Mentorships. In the center of the page, there is a button labeled 'Edit Notification Preferences' with a blue arrow pointing to it. To the right, a dropdown menu is open, showing options: My Profile, Documents, Applications, Career Interests, Notifications (highlighted with a blue arrow), Messages, Settings & Privacy, Switch Users, Help, and Sign Out. The main content area displays the message 'No notifications found for the selected criteria.'