How to Schedule an Appointment with the ISSC

1. In **NYU Connect**, find the location and type of tutoring you are looking for.

2. Click **Schedule**

3. **Select** the specific topic you want to work on. Click **Next**.
4. **Choose** a date and time. Use the calendar on the left to search different days. Click **Next**.

![Calendar Image]

5. For some sessions you will be prompted to select a location. Click **Confirm**.

![Location Selection Image]

6. You will receive an email confirmation and a calendar invite to your session.

**Canceling an Appointment**

1. In **NYU Connect**, select “Upcoming”.

2. Find the appointment you need to cancel and click “**Make a change** to this appointment”.

3. Click on the “**Cancel** this appointment” link and confirm your cancellation on the following page.