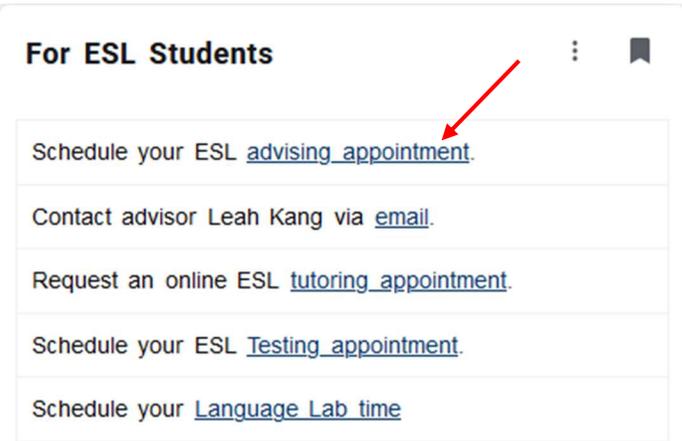


How to Make an ESL Advisor Appointment

<p>Step 1: Log into your MyHarper Student Portal.</p>	<p>https://my.harpercollege.edu/cp/home/displaylogin</p>																					
<p>Step 2: On the “For ESL Students” bookmark, click on the “Schedule your ESL Advising Appointment” link.</p> <p>If you do not have this bookmark, you can search “ESL”</p>	 <p>For ESL Students</p> <ul style="list-style-type: none"> Schedule your ESL advising appointment. Contact advisor Leah Kang via email. Request an online ESL tutoring appointment. Schedule your ESL Testing appointment. Schedule your Language Lab time 																					
<p>Step 3: Click on the “Make Appointment” button.</p>	<p style="text-align: center;">Please select the desired option.</p> <p style="text-align: center;"><input type="button" value="Make Appointment"/></p>																					
<p>Step 4: Click on the “Find Appointments” button to see all appointments available.</p> <p>To limit the results, first choose the day and time you prefer, and then click “Find Appointments.”</p>	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 33%;">Day of week</th> <th style="width: 33%;">Start Time</th> <th style="width: 33%;">End Time</th> </tr> </thead> <tbody> <tr> <td>All</td> <td>6:00 AM</td> <td>6:30 PM</td> </tr> <tr> <td>Monday</td> <td>6:30 AM</td> <td>7:00 PM</td> </tr> <tr> <td>Tuesday</td> <td>7:00 AM</td> <td>7:30 PM</td> </tr> <tr> <td>Wednesday</td> <td>7:30 AM</td> <td>8:00 PM</td> </tr> <tr> <td>Thursday</td> <td>8:00 AM</td> <td>8:30 PM</td> </tr> <tr> <td>Friday</td> <td>8:30 AM</td> <td>9:00 PM</td> </tr> </tbody> </table> <p style="text-align: center;"> <input type="button" value="Go Back"/> <input type="button" value="Reset"/> <input type="button" value="Find Appointments"/> </p>	Day of week	Start Time	End Time	All	6:00 AM	6:30 PM	Monday	6:30 AM	7:00 PM	Tuesday	7:00 AM	7:30 PM	Wednesday	7:30 AM	8:00 PM	Thursday	8:00 AM	8:30 PM	Friday	8:30 AM	9:00 PM
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<p>Step 5: Click on the button with the asterisk next to the appointment time you want.</p>	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th style="width: 10%;">Select</th> <th style="width: 40%;">Appointment Type</th> <th style="width: 15%;">Date</th> <th style="width: 10%;">Day</th> <th style="width: 10%;">Time</th> <th style="width: 15%;">Event</th> </tr> </thead> <tbody> <tr> <td><input type="button" value="*"/></td> <td>On Campus ESL Advising Appointment</td> <td>1/21/2025</td> <td>Tuesday</td> <td>9:30 AM</td> <td>ESL ADVISING</td> </tr> </tbody> </table>	Select	Appointment Type	Date	Day	Time	Event	<input type="button" value="*"/>	On Campus ESL Advising Appointment	1/21/2025	Tuesday	9:30 AM	ESL ADVISING									
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Step 6: Choose a reason for meeting with the ESL Advisor. Then check to make sure your phone number and email address are correct. Then click on the "Continue" button.

ESL Advising Appointment Request

 **Please Choose a Reason**

NEW STUDENT
PERMISSION
PERSONAL
PLANNING
PROSPECTIVE

Please check your phone number and email address and correct them if they are wrong.

Phone Number

Extension

Email Address

Click on "Continue" to schedule your appointment.

After you click on the "Continue" button, you will be e-mailed a confirmation of your appointment

How to Cancel an ESL Advisor Appointment

Step 1: Click on the “Schedule your ESL advising appointment” link.

For ESL Students

Schedule your ESL [advising appointment](#).

Contact advisor Leah Kang via [email](#).

Request an online ESL [tutoring appointment](#).

Schedule your ESL [Testing appointment](#).

Schedule your [Language Lab time](#)

Step 2: Click on the “View or Cancel Appointments” button.

View or Cancel Appointments

Step 3: Click on the button with the asterisk next to the appointment time you want to CANCEL.

Current Appointments

Cancel	Date	Day	Time	Event
*	4/2/2015	Thursday	10:00:00 AM	ESL ADVISING

Go Back

Step 4: Click on the “Ok” button.

Cancel appointment?

OK

Cancel

Step 5: Click on the “Continue” button.
Your ESL advisor appointment is now cancelled.

ESL Advising

Cancellation Confirmation

Please select ' Continue ' to confirm your cancellation

Continue

Go Back