

1. Login to [CONNECT.UNCC.EDU](https://connect.uncc.edu) through my.uncc.edu with your NinerNET ID
2. Click Make an Appointment for Academic Support.
3. SelectUCAE Personal Academic Consultation.
4. Select Personal Academic Consultation.
5. Select University Center for Academic Excellence (All Services Colvard 2200)
6. Select "student leader" by name or if no preference leave blank and click Next.
7. Select appointment day and time.
8. Please add comments about what you would like to address in the Personal Academic Consultation appointment (i.e. time management, study skills, test preparation).
9. Click "Send Me an Email" AND "Send Me a Text" to avoid no-showing your consultant resulting in account deactivation.
10. Click Confirm Appointment.