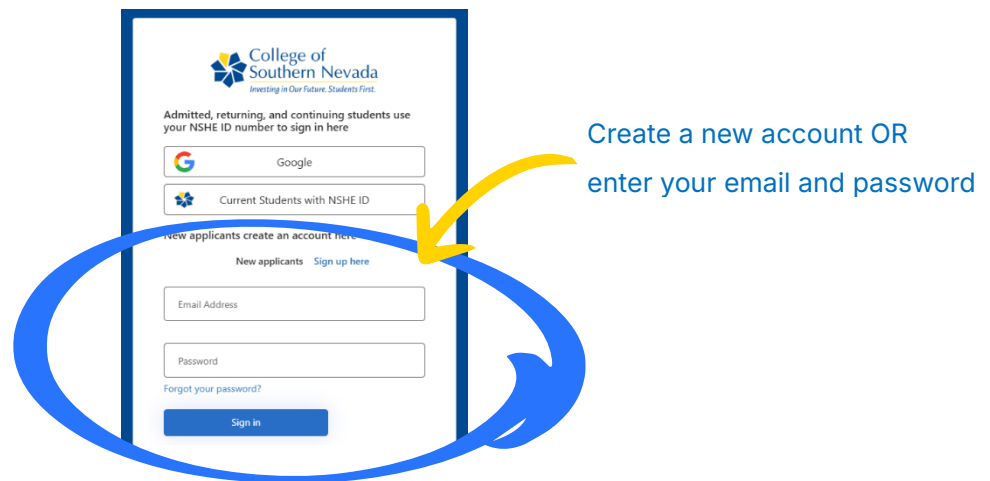


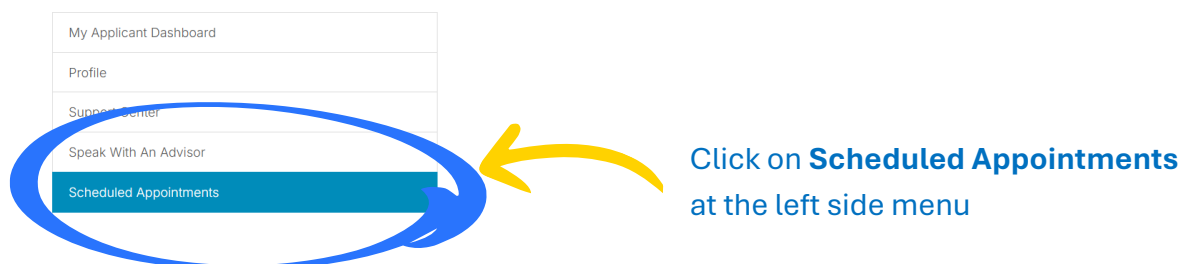
## Book an Appointment with the Recruitment Department

**Note:** Health Programs Advising has its own appointment system. If you're planning to do a CSN Health Sciences program, schedule at <https://hpa.mywconline.com>.

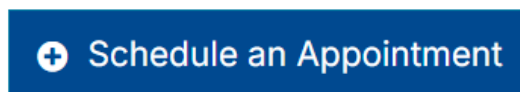
1. Log in the CSN Portal by visiting <https://my.csn.edu/>.



2. Open the Appointments module in the portal.



3. Click on the Schedule an Appointment button at the top right to start booking.



4. Select I am currently not a CSN student and/or do not have an NSHE ID yet.

## Appointment Booking (New)

Select one of the options below

☐ I am a current CSN student with an NSHE ID

☐ I am currently not a CSN student and/or do not have an NSHE ID yet

5. Complete the mandatory fields and select a date range.

**Area of Study** • ⓘ Unsure about your Area of Study? Select one for now and use the comment box to share any other interests and we'll review them during your appointment.

Please Select One...

**Provide details about what you would like to discuss during your appointment** \*

Appointment Date Range

September 3, 2025 - September 10, 2025

**Find available times**

Select the Area of Study you are interested on.

Provide details that will help us to assist you better during your appointment

Select a time range in the calendar to search for available appointments

Click here to display all the available appointments in the selected date range.

## Student Appointment Booking



6. Explore all the available appointments in the selected time frame by staff member, location, and meeting type.

Appointment Booking (New)

Click on the [Edit Selection Options](#) button to filter the results if needed.

Edit Selection Options

Available appointments for Sep 1, 2025 - Sep 8, 2025

Date	Start Time	End Time	Staff Member	Campus/Location	Meeting Type	Action
09-02-2025	03:00 PM	03:30 PM	David Shanton	N/A	Teams	<a href="#">Book Now</a>
09-02-2025	03:00 PM	03:30 PM	David Shanton	N/A	Appointment by Phone	<a href="#">Book Now</a>
09-02-2025	03:00 PM	03:30 PM	David Shanton	West Charleston	In-Person	<a href="#">Book Now</a>
09-02-2025	03:00 PM	03:30 PM	Jose Quinto-Lara	N/A	Teams	<a href="#">Book Now</a>
09-02-2025	03:00 PM	03:30 PM	Jose Quinto-Lara	N/A	Appointment by Phone	<a href="#">Book Now</a>
09-02-2025	03:00 PM	03:30 PM	Jose Quinto-Lara	West Charleston	In-Person	<a href="#">Book Now</a>
09-02-2025	03:30 PM	04:00 PM	David Shanton	N/A	Teams	<a href="#">Book Now</a>

Showing 1 to 1,164 of 1,164 entries

Don't see an availability that works for you? Please use "Edit Selection Options" button above to make changes to your query.

[Previous](#)

7. Filter available appointments by date and time range, specific staff member, campus (if applicable), or appointment type.

Appointment Booking (New)

**Appointment Date Range**

September 2, 2025 - September 9, 2025

**Starting at** **Ending at**

8:00 AM 4:00 PM

**Filter Results**

Preferred Staff Member

Campus

**Appointment Type**

☒ In-Person

☒ Phone

☒ Virtual Meeting

☒ Email

[Click here to display filtered results](#)

[Apply Changes](#) [Back to Results](#)

# Student Appointment Booking



## 8. Explore the results to find the most convenient appointment.

Available appointments for Sep 1, 2025 - Sep 8, 2025

DATE	START TIME	END TIME	STAFF MEMBER	ROOM	SERVICE	BOOK NOW
09-04-2025	09:30 AM	10:00 AM	Anthony Herrera	N/A	Appointment by Phone	Book Now
09-04-2025	10:00 AM	10:30 AM	Anthony Herrera	N/A	Teams	Book Now
09-04-2025	10:00 AM	10:30 AM	Anthony Herrera	N/A	Appointment by Phone	Book Now
09-04-2025	10:30 AM	11:00 AM	Anthony Herrera	N/A	Teams	Book Now
09-04-2025	10:30 AM	11:00 AM	Anthony Herrera	N/A	Appointment by Phone	Book Now
09-04-2025	11:00 AM	11:30 AM	Anthony Herrera	N/A	Teams	Book Now
09-04-2025	11:00 AM	11:30 AM	Anthony Herrera	N/A	Appointment by Phone	Book Now

Showing 1 to 190 of 190 entries

Click on [Book Now](#) to complete the booking process.

## 9. Congratulations! You booked an appointment. You will receive email and SMS reminders to the address and number in your profile 24 hours prior to your appointment.



Robert Zimmerman ~

[HOME](#) / [CONTACT US](#) / [APPOINTMENT BOOKING \(NEW\)](#) / [APPOINTMENT DETAILS \(NEW\)](#)

## Your Appointment is Confirmed!

The details of your appointment are as follows :

**Date** : September 4 2025  
**Time** : 10:00 AM  
**Duration** : 30 Minutes  
**Appointment Type** : Appointment by Phone  
**Staff Member** : Anthony Herrera  
**Service** : Prospective Student  
**Area of Study** : Art & Design  
**Notes** : I recently graduated from high school, and I would like to explore my options to start my studies in music

You will receive an email containing detailed information about your appointment to the email address provided and your student email.