HOW TO SIGN-IN FOR DROP-INS

- 1. Log into CSUSM Appointments with your CSUSM credential.
- 2. After logging in, sign in for Drop-ins using the Academic Advising virtual Sign-in Sheet.
 - If this page below appears, click on **Go to Sign in Screen** to log into CSUSM Appointments.



Your Session Has Expired

Your visit (session) to our site has been inactive for a period of time.

To protect your account, we expire sessions after a set period of inactivity. You can restart your session by logging in again.

Go to Sign In Screen

3. Click on Sign-in

	Remote Sign-In
Start 📀	Welcome to the Office of Academic Advising!
Sign In +	Sign-in and select the Major you would like to discuss.
Wait to Join 🍙	Business majors: select Pre-Business as a major if you do NOT have Business Status.
bin Session 🔹	Due to the Family Educational Rights and Privacy Act (FERPA), students wishing to have a guest present in an advising session must complete and submit an electronic FERPA Release Authorization prior to connecting with your advisor.
	Sign-In >

4. Select or Type in the Major you would like to discuss then click Next.



No, start over

Yes >



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6. Do **NOT** leave or reload the web page as it will remove you from the waiting line.



- Open the <u>Microsoft Teams</u> App on your computer.
- 7. When your Advisor signs you in they will pull up your information and then call you directly via Microsoft Teams.



• Do NOT click Go to Sign Out as it will REMOVE you from the Waiting Line

