

Academic Advising - How to Schedule an Advising Appointment in CardSmart



1. On the right side of the page, you will see a listing of the days and times that an advisor is available for an appointment. **Select a time** for your appointment:

Mon, Mar 1st

8:00 - 8:30 AM8:30 - 9:00 AM9:00 - 9:30 AM11:00 - 11:30 AM11:30 - 12:00 PM12:00 - 12:30 PM12:30 - 1:00 PM1:00 - 1:30 PM1:30 - 2:00 PM2:00 - 2:30 PM2:30 - 3:00 PM3:00 - 3:30 PM3:30 - 4:00 PM4:00 - 4:30 PM4:30 - 5:00 PM

Tue, Mar 2nd

8:00 - 8:30 AM8:30 - 9:00 AM9:00 - 9:30 AM12:30 - 1:00 PM1:00 - 1:30 PM1:30 - 2:00 PM2:00 - 2:30 PM2:30 - 3:00 PM3:00 - 3:30 PM3:30 - 4:00 PM4:00 - 4:30 PM4:30 - 5:00 PM

Wed, Mar 3rd

8:00 - 8:30 AM8:30 - 9:00 AM9:00 - 9:30 AM11:00 - 11:30 AM11:30 - 12:00 PM12:00 - 12:30 PM12:30 - 1:00 PM1:00 - 1:30 PM1:30 - 2:00 PM2:00 - 2:30 PM2:30 - 3:00 PM3:00 - 3:30 PM3:30 - 4:00 PM4:00 - 4:30 PM4:30 - 5:00 PM

Thu, Mar 4th

8:00 - 8:30 AM8:30 - 9:00 AM9:00 - 9:30 AM12:30 - 1:00 PM1:00 - 1:30 PM1:30 - 2:00 PM2:00 - 2:30 PM2:30 - 3:00 PM3:00 - 3:30 PM3:30 - 4:00 PM4:00 - 4:30 PM4:30 - 5:00 PM

Fri, Mar 5th

8:00 - 8:30 AM8:30 - 9:00 AM9:00 - 9:30 AM9:30 - 10:00 AM10:00 - 10:30 AM10:30 - 11:00 AM11:00 - 11:30 AM11:30 - 12:00 PM12:00 - 12:30 PM12:30 - 1:00 PM1:00 - 1:30 PM1:30 - 2:00 PM2:00 - 2:30 PM2:30 - 3:00 PM3:00 - 3:30 PM

Show more

2. Review the Appointment Details

Review Appointment Details and Confirm

What type of appointment would you like to schedule? Academic Advising	Service Academic Performance Concern
Date 03/01/2021	Time 11:00 AM - 11:30 AM
Location College of Business	
Staff [REDACTED]	
Details Please log in to Microsoft Teams for our appointment.	
URL / Phone Number [REDACTED]	

3. **Enter comments** to better inform your advisor on why you would like to meet, **confirm a cell phone number** to receive a text message reminder 2 hours before your appointment, then **select Schedule**:

Would you like to share anything else?

I'm thinking about withdrawing from a course and I need to see if there are any consequences and if I will still be able to graduate on time.

☒ Email Reminder

Reminder will be sent to [REDACTED]@louisville.edu

☒ Text Message Reminder

Phone Number for Text Reminder

502-555-5555

Schedule

4. **You're done!** You will receive a confirmation email with the appointment details:

