

How to Use ISUAppointments within AccessPlus to Schedule an Appointment

Step 1: Login to [AccessPlus](#).

Step 2: Click on the ISUAppointments link in the left-hand column of the Student tab. Click Continue.

ACCESSPLUS
About | Logout

Account/U-Bill
Address Change
Admissions
Benchworks
Campus Dining
Campus Housing
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Class Registration
Class Schedule
Current Stdnt Info
CyCash
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Emergency Contact
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Financial Aid
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Health Insurance
ISU Alert
ISUAppointments
Math Asmnt (ALEKS)
Parking Division
Phone/Data Service
Residence Contract
Student Health Ctr
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Tax Info (1098)
Third Party Access
Voter Reg Address

ISUAppointments

ISUAppointments is a tool for scheduling appointments on campus.

Instructions on how to schedule or default an appointment through the system are available at:
<https://registrar.iastate.edu/sites/default/files/uploads/forms/EAB-Student.Instructions.for.Appointments.pdf>.

Please click on the Continue button below to open up the platform in a new browser window/tab. Your AccessPlus session will remain active in this window.

Remember to logoff and close both browser windows/tabs when you are done.

August 03, 2020 09:15 AM

Step 3: Click on the “Request Appointment” button.

Campus
Student Success Collaborator

Student Home

Class Information Reports Calendar Send a Message

Classes This Term

Actions	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL
<input type="checkbox"/>	C E-306-2 PROJECT MANAGMNT CE	Lan Liu Jennifer Shane	T 8:00a-10:50a TOWH- 0220		
<input type="checkbox"/>	M E-415-E MECHANICAL SYST DDN	Scott Merkle	MW 3:10p-4:00p SUKUP- 0022		
<input type="checkbox"/>	M E-421-C SYST DYNAM & CONTROL	Sourabh Bhattacharya	MWF 1:10p-3:00p BLACK- 0095E		
<input type="checkbox"/>	M E-421-C SYST DYNAM & CONTROL	Paul Schaffburck Rob Alorain Tobin	TR 11:00a-12:20p HODGKIN- 1227		
<input type="checkbox"/>	M E-436-B HEAT TRANSFER	Travis Sippel	MWF 12:10p-1:00p PEARSON- 2115		
<input type="checkbox"/>	M E-436-7 HEAT TRANSFER	Jung Hyun Ha David Patton Travis Sippel Shankar Subramaniam	T 2:10p-4:00p BLACK- 0087		
<input type="checkbox"/>	TSM-376-A FIRE PROTECTIVEPREV	Nir Karen			

IOWA STATE UNIVERSITY

Quick Links

Take me to...

School information

Upcoming Appointments

You have no upcoming appointments.

Step 4: To start scheduling process, select option below: *1. Campus Appointments*

Step 5: Select Appointment Type: *Graduate Student Services*

Step 6: Select Reason for Appointment: Nicole Lewis is available for *Phone* or *Video Conference*. There are no in-person appointments available for Fall 2020. Click Next.

Schedule Appointment

To start scheduling process, select option below.

1- Campus Appointments

Select Appointment Type

Graduate Student Services

Select Reason for Appointment

Graduate Programs: Add/Drop/With...

-- please choose one --

- Graduate Programs: Add/Drop/Withdraw in-person
- Graduate Programs: Add/Drop/Withdraw via Phone
- Graduate Programs: Add/Drop/Withdraw via Video Conferencing

Next ▶

A yellow arrow points from the 'Add/Drop/Withdraw via Phone' option to the 'Next' button.

Step 7: Select Location: *LAS: Computer Science Graduate Program (Atanasoff 225)*

Step 8: Select Staff Member: *Lewis, Nicole*. Click Next.

Schedule Appointment

Select Location. If drop down isn't showing up correctly, begin typing your major in search bar to find program/office.

LAS: Computer Science Graduate Pro...

Select Staff Member

✕ Lewis, Nicole

If you don't have a preference, just click Next.

◀ Back

Next ▶

A red arrow points from the 'Next' button to the right.

Step 9: Click on a day that you would like to schedule an appointment and a box with available times will appear. Click on a time and then the Next button. If you want to see if there are Drop-In hours available, you can click on the “View Drop-In Times”. If there are no drop-in times, it will be blank.

Schedule Appointment

Times From August 03 To August 07

Mon, Aug 03	Tue, Aug 04	Wed, Aug 05	Thu, Aug 06	Fri, Aug 07
Morning N/A	Morning 9 Available	Morning 9 Available	Morning 9 Available	Morning 9 Available
Afternoon 7 Available	Afternoon 7 Available	Afternoon 7 Available	Afternoon 7 Available	Afternoon 7 Available

* All times listed are in Central Time (US & Canada). refreshed at 9:58am CT.

If no appointment times are available press the request the appointment button. Otherwise contact office/individual via email.

[Request Appointment](#)

[Back](#) [Next](#)

Step 10: Make sure that you confirm your appointment.

Schedule Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

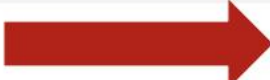
Who: [Redacted] **When:** Monday, September 10
11:35am - 11:55am

Why: 01-Registration for Next Term **Where:** ENG:Aerospace & Mechanical
Engineering (2620 Howe)

Additional Details Please check in at the main desk in 2620 Howe Hall.

Is there anything specific you would like to discuss with Mindy?
 Send Me an Email
 Send Me a Text

Comments for your staff...

[Back](#)  [Confirm Appointment](#)

Once your appointment is confirmed, the webpage will say: “Success! Your Appointment Has Been Created”