

## Scheduling Appointments in LoboAchieve

1. Log in to your myUNM and click on LoboAchieve, located under Academic Resources.

The screenshot displays the myUNM dashboard with several widgets:

- Financial Aid:** Includes links for My Financial Aid (Apply for Financial Aid, Review Application Status), Financial Aid Office (Financial Aid Guides, Loan Information, Financial Aid Forms), Scholarship Office (Scholarship Listings, Maintaining your Scholarship, Application Tips), and Student Employment Office (WorkStudy and Student Employment Jobs, Off Campus Employment).
- LoboWeb (Students):** Features a red "ENTER LOBOWEB" button and quick links for Grades, Register for classes, Bursar payments, Diploma Info Request Form, Unofficial transcript, LoboTrax, and Weekly schedule. A note states: "LoboWeb is unavailable Saturday 7:00 pm - 8:30 pm. See the 'Banner Announcements' widget for other planned downtime."
- Academic Calendar:** Shows "Upcoming Dates and Deadlines" with a note: "No academic events this week" and links for "Spring 2017 Deadlines & Holidays" and "Ten Year Semester Dates".
- My Grades:** Includes a "VIEW YOUR GRADES" button and a note: "Final grades are usually available 48 hours after the scheduled final exam or last meeting date."
- Student Help Center:** Contains "Announcements" (No current announcements), "Frequently Asked Questions" (with a search bar), and "Most Popular Questions".
- Academic Resources:** Lists various centers and offices, with "LoboAchieve" highlighted in yellow. A red arrow points from the Student Help Center to this list.

2. Log in with NetID.

3. Click Schedule Appointment on the top left of the screen.

**SCHEDULE APPOINTMENT** | ADVISING OFFICES | HISTORY

**LoboAchieve Notice**  
Please stay up to date on the University's operation by consulting <http://www.unm.edu/coronavirus>. Advising services will also be communicating with you via email.

**LOBOACHIEVE**  
MY UNM | LOBOMAIL | DEGREE PLANS

**UPCOMING APPOINTMENTS**

TC Tony Gallegos CANCELLED Mar 17th 8:00am

**ACADEMIC ADVISEMENT**

First Major Advisement  
**UNM-Los Alamos Student Services**

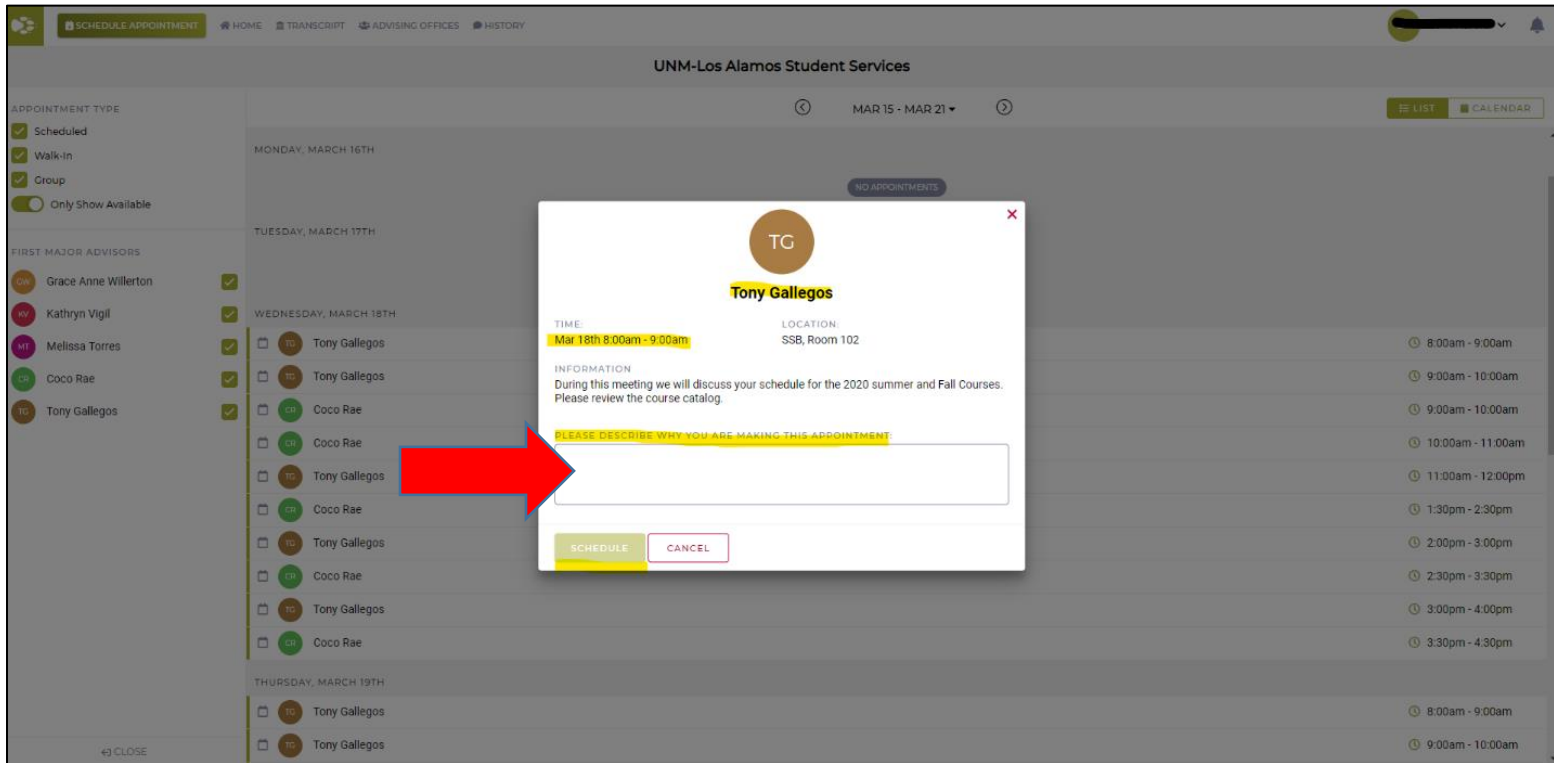
FIRST MAJOR ADVISORS: AAS GENERAL STUDIES

- GA Grace Anne Willerton [ABOUT](#) [EMAIL](#)
- KV Kathryn Vigil [ABOUT](#) [EMAIL](#)
- MT Melissa Torres [ABOUT](#) [EMAIL](#)
- CR Coco Rae [ABOUT](#) [EMAIL](#)
- TC Tony Gallegos [ABOUT](#) [EMAIL](#)

[MORE INFO](#) [SCHEDULE](#)

4. Select an appointment time and date with an advisor.

5. In the description box, include the following information:
  - a. your student ID number,
  - b. phone number,
  - c. appointment type – *phone* or *Zoom*,
  - d. reason for appointment.



6. Click “Schedule.” The appointment should now appear on your LoboAchieve main page.
7. Log in to your LoboMail to confirm your appointment.