ADVISEE STUDENT CENTER: VIEW A STUDENT'S ENROLLMENT APPOINTMENT TIME

This instruction guide will walk you through how to view a Student's Registration Appointment Time via the Student Services Center in myUFL.
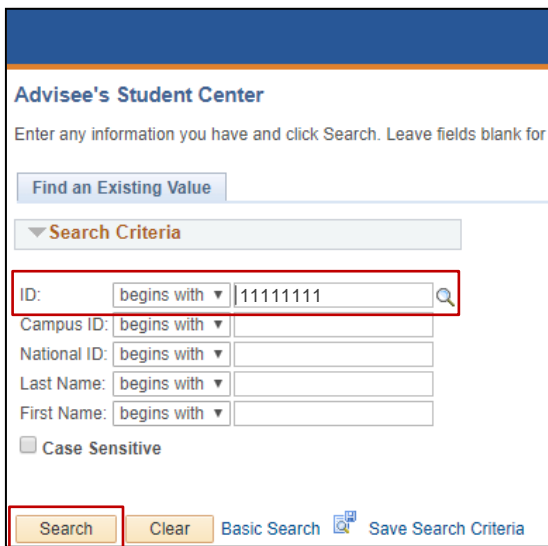
NAVIGATION

Use the following navigation to navigate to the Student Services Center:

1. Click the **NavBar** icon
2. Click **Main Menu**
3. Click **Student Information System**
4. Click **Self Service**
5. Click **Advisor Center**
6. Click **Advisee Student Center**

PROCESS

Use the following steps to view a student's appointment time:

1. Enter the student's UFID in the **ID** field
2. Click the **Search** button

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UF | myUFL
Student Information System
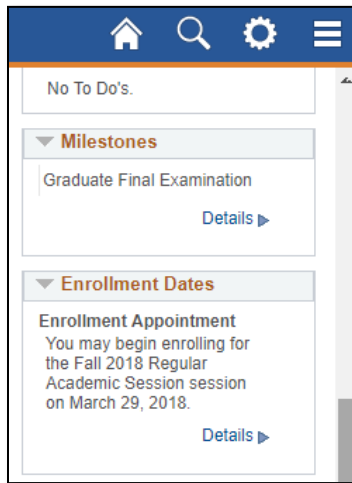
3. If the page does not default to the **Student Center tab**, click on that tab
4. **Scroll down** to view the Enrollment Dates section
5. Click the **Details** link

No To Do's.

▼ Milestones

Graduate Final Examination

Details ▶

▼ Enrollment Dates

Enrollment Appointment
You may begin enrolling for the Fall 2018 Regular Academic Session session on March 29, 2018.

Details ▶

6. Select the desired **term**
7. Click the **Continue** button

| My Advisees | Student Center | General Info | Transfer Credit | Academics |

Enrollment Dates

JANE SMITH

Select a term then select Continue.

	Term	Career	Institution
○	Spring 2018	Graduate	University of Florida
●	Fall 2018	Undergraduate	University of Florida

Continue
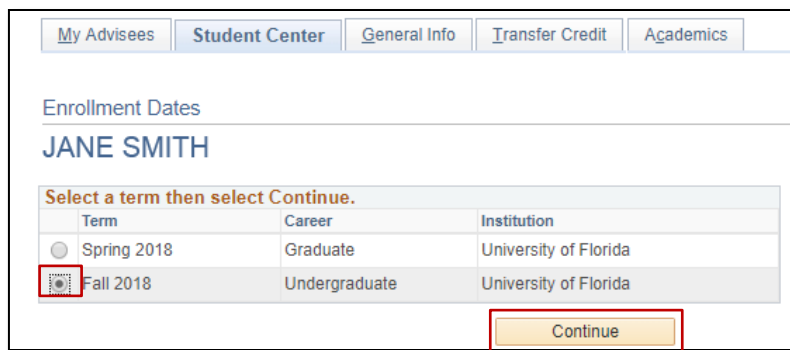
8. Here you can see the student's **Enrollment Appointment** time

Enrollment Appointments

Session	Appointment Begins	Appointment Ends	Max Total Units	Max No GPA Units	Max Audit Units	Max Wait List Units
Regular Academic Session	March 29, 2018 12:00PM	March 29, 2018 12:01PM	18.00			
Regular Academic Session	April 2, 2018 9:45AM	August 21, 2018 5:00PM	18.00			

FOR ADDITIONAL ASSISTANCE

Technical Issues
The UF Computing Help Desk
352-392-HELP
helpdesk.ufl.edu

Policies and Directives
Office of the University Registrar
352-392-1374
registrar.ufl.edu