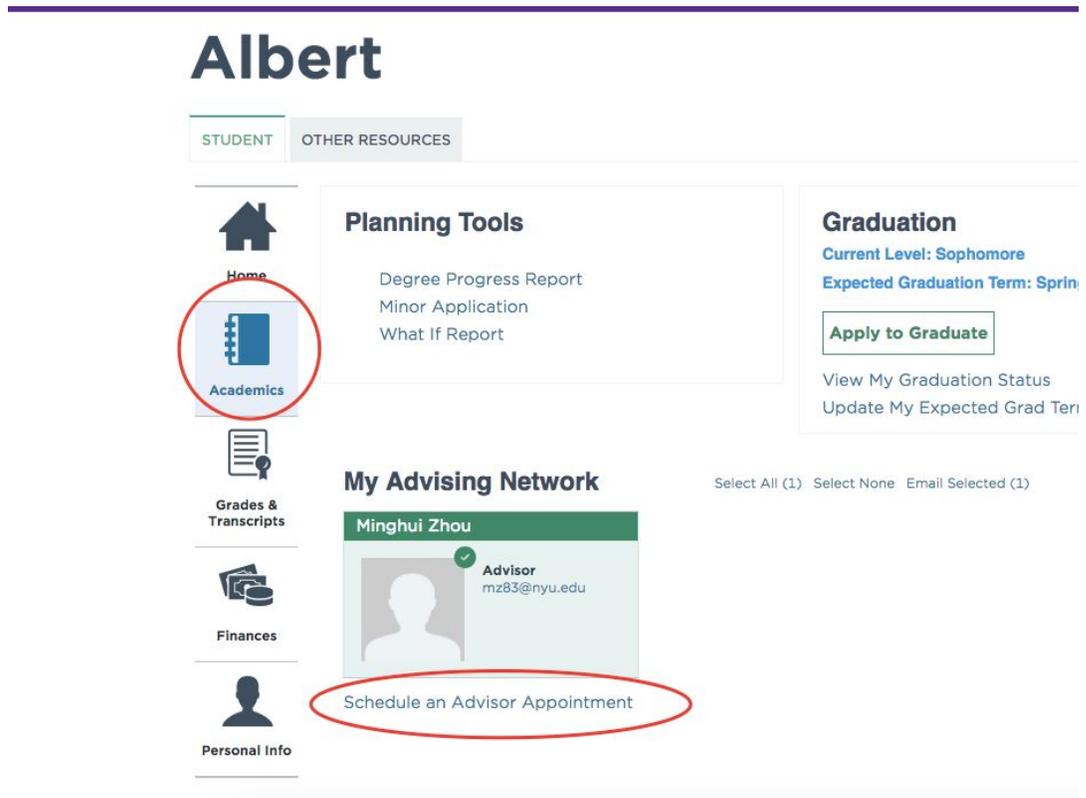
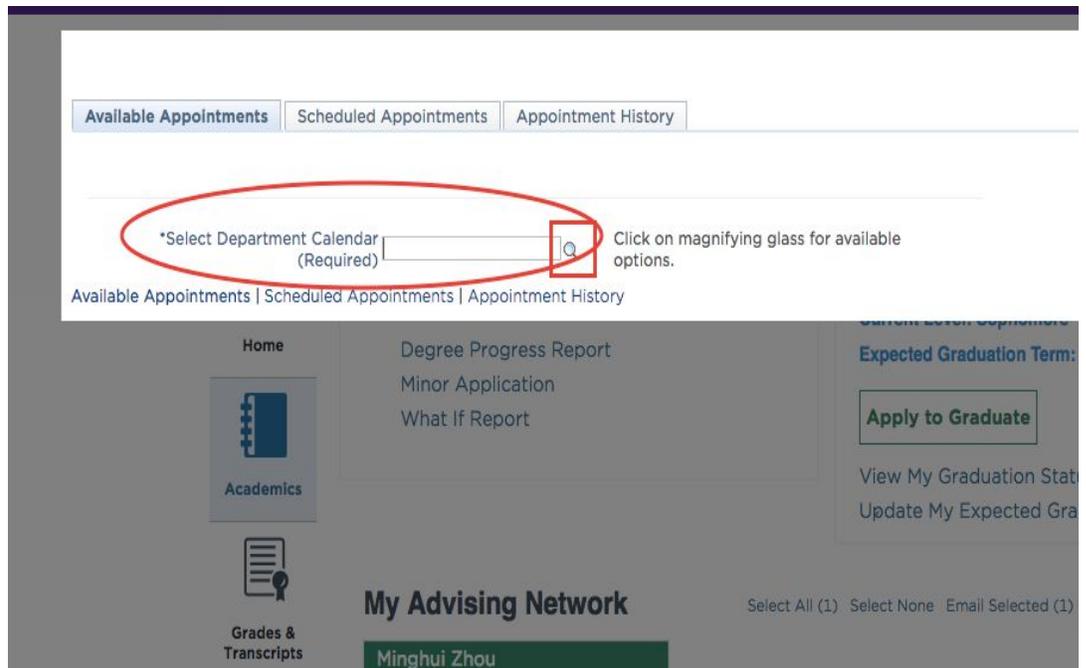


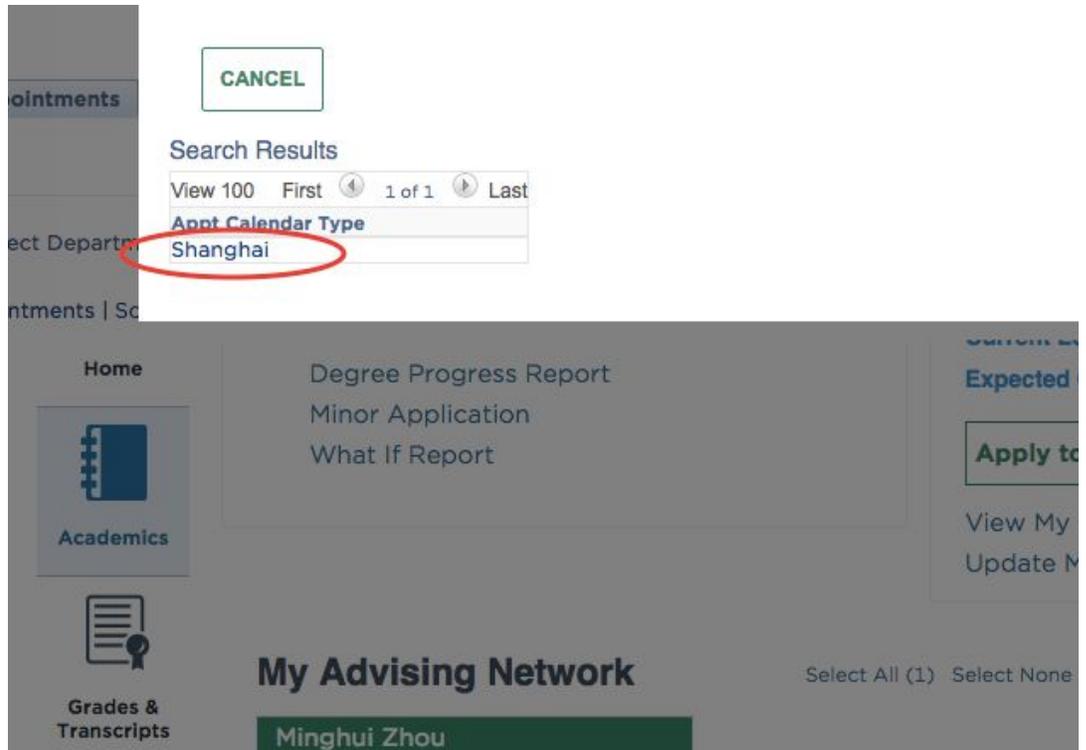
How to Schedule an Advisor Appointment in Albert

Step 1: Log into Albert → Select “Academics” → click “Schedule an Advisor Appointment”

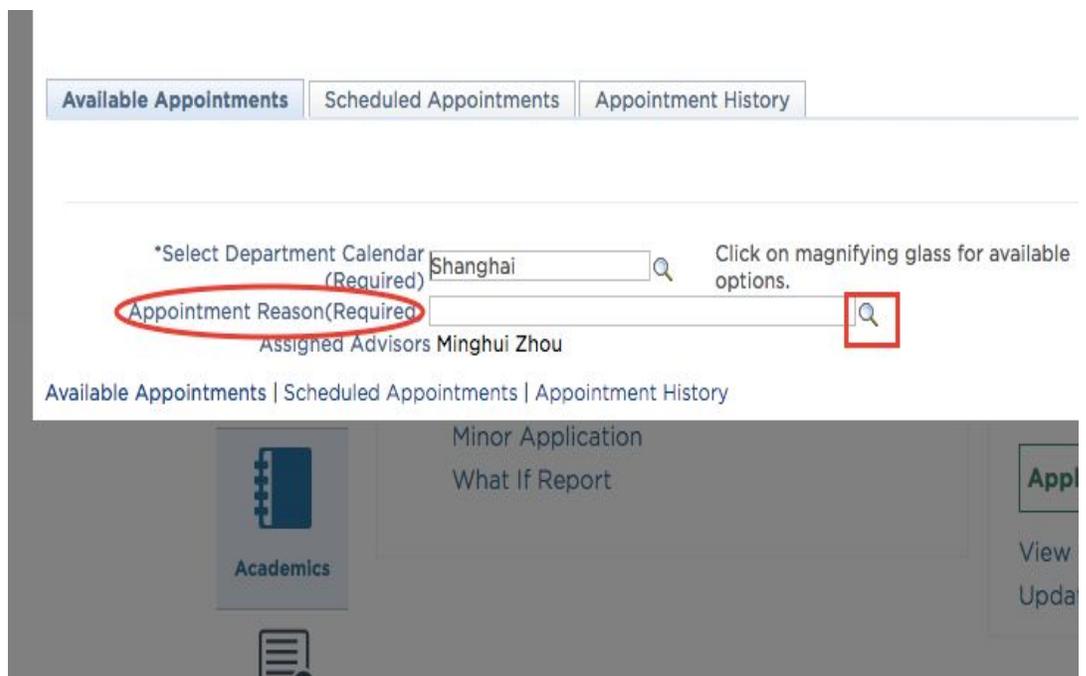


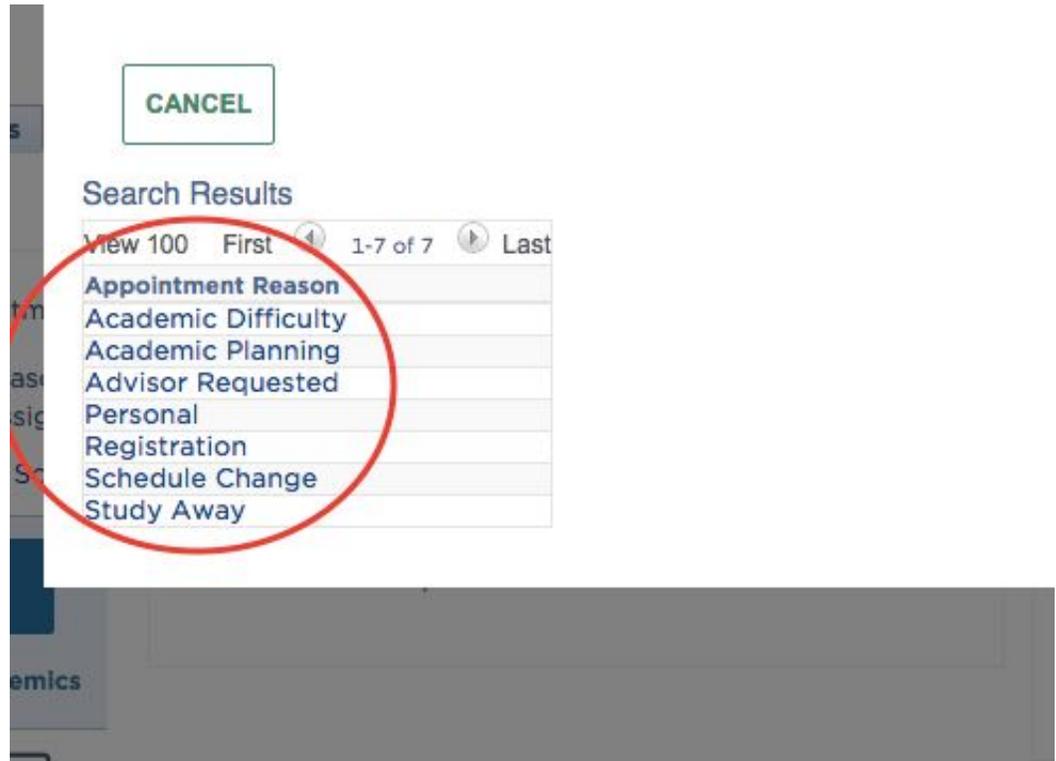
Step 2: “Select Department Calendar” → Choose “Shanghai”





Step 3: Choose “Appointment Reason” → Select one reason from the list





Step 4: Select an available appointment slot and click **"SCHEDULE"**. Both you and your advisor will receive a confirmation email. You can also cancel your scheduled appointment with your advisor in the "Scheduled Appointments" tab.

