

How to Schedule a Career Center Appointment

We have a new appointment scheduling system. It allows you to make an appointment at a time that is convenient for you through your my.chemeketa.edu account.

Navigate by:

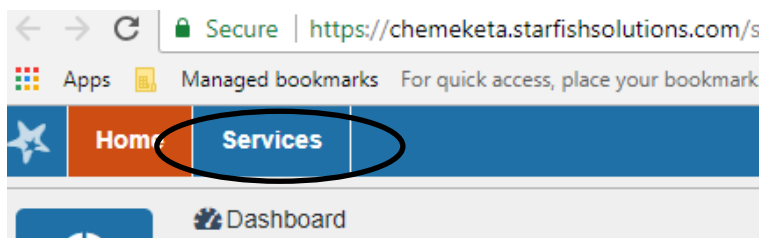
- Signing into your MyChemeketa account
- Click on the "Services" tab once logged in
- Then click on the "Advising" sublink



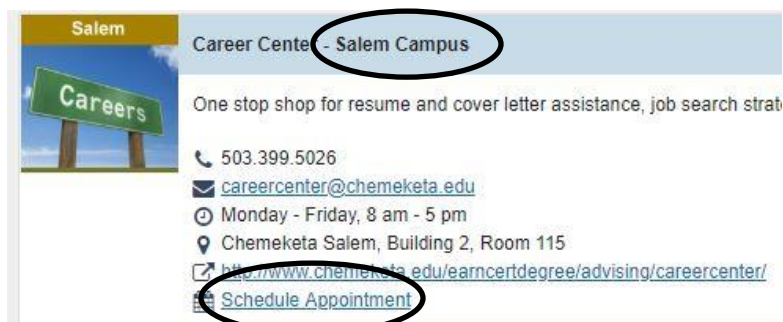
Click on the "ChemekNET" button on the right.



Click the "Services" tab on the top left of the page.



Scroll to find "Career Center –Salem" – Click Schedule Appointment



All appointments are one on one.

Use the calendar on the left top margin to find a date and time that is available. Available dates are in **bold**

Click the **green (+)** plus select the appointment time you would like.

Home Appointments Students Services Search for students

July 2014

S M T W T F S

29 30 1 2 3 4 5

6 7 8 9 10 11 12

13 14 15 16 17 18 19

20 21 22 23 24 25 26

27 28 29 30 31 1 2

3 4 5 6 7 8 9

Today

SIGN-UP

Career Center - Salem

Click an open slot to schedule an appointment!

Appointments

11:15 am + Sign Up (1 available spot)

11:30 am + Sign Up (1 available spot)

11:45 am + Sign Up (1 available spot)

12:00 pm + Sign Up (1 available spot)

12:15 pm + Sign Up (1 available spot)

Select:

- A reason
- Duration (length of time)
- Description (Optional)
- Click next.

Add Appointment

Service: Career C

Date: 07-24-20

When: Thursday

Reason: Select a

Duration: 15 minutes

Detailed Description:

Never Mind Next >

To finalize your appointment click “schedule”

Add Appointment

With: Sauser, Sarah
sarah.sauser@chemeketa.edu
(503)3996544

When: Thursday at 12:00 pm starting 07-24-2014

Never Mind < Back Schedule

**An e-mail will be sent to your MyChemeketa e-mail confirming the appointment.
Try again if you do not receive an e-mail.**