Scheduling an Appointment Through MyPLAN

1. Visit my.unl.edu, click on the MyPLAN box.
2. Click on this icon in the top left corner, then click ‘My Success Network’.
3. Next, click on the ‘Center for Academic Success and Transition’.
4. Then, click on ‘Schedule an appointment’.
5. Select ‘coaching’ and click continue. Then select a date and time that works for you, and click continue.
6. In the comment section, include appointment type (in-person, Zoom, phone call) and topic (time management, reading, test prep, etc). Then click confirm.

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