How to Schedule an Appointment with the Psychology Advising Office

1. Visit Advisortrack through your MyUAlbany account or at: https://ualbany.campus.eab.com/
2. Navigate to your Student Home screen (House symbol on the left hand side)
3. Click the “Get Advising & Student Services” button at top right
4. Select the Reason for your visit (Departmental Advising). Then, choose “Make Advising Appointment” and click “Next”
5. Select the Location (Psychology) and your Advisor (Erin Couture) for the appointment. Click “Next”
6. Select an available Morning or Afternoon then select an available time. Then click “Next”
7. If you can’t find a time that works for you, you may also have the options to View Walk-In Times or Request Advising Appointment
8. Please fill in comments if there is anything specific you would like to discuss with your advisor. If you prefer to see Erin specifically, please note that in your comment and we will try to accommodate your request.
9. If you would like to receive an email appointment reminder, click the “Send Me an Email” button
10. If you would like to receive a text message appointment reminder, please click the “Send Me a Text” button and enter your cell phone number (including area code)
11. Then click the “Confirm Appointment” button
12. The system will display a confirmation screen with the details of your appointment.