



Purdue University West Lafayette

Last Updated October 2022

How to Schedule your Purdue 101 New Student Academic Advising Appointment

Responding from the Link in your Email

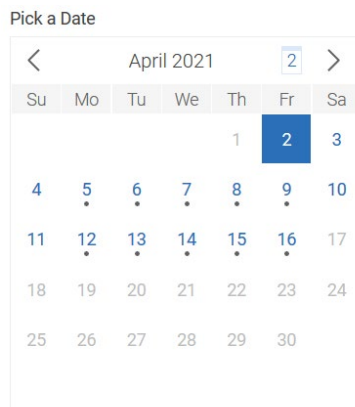
Within a week of completing Purdue 101 and the Student Information Form (SIF), you will receive an email to your Purdue email address from an academic advisor requesting you to schedule an appointment in our Student Success and Scheduling platform, BoilerConnect. The email will look something like this:



You can click on the **Schedule an Appointment** link or cut and paste the URL provided in the email into your internet browser.

You will log into BoilerConnect using your BoilerKey credentials. You will be taken to an Appointment Invitation screen where you will see dates and times your advisor is available for the appointment. You can narrow down the appointment options by using the “Pick a Date” calendar on the left side of the screen.

Please note: these times are based on the local time zone of your internet browser/current location.





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Alternatively, you can directly select a date and time by using the time bubbles listed on the main section of the screen.

Tue, Apr 6th

9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM 12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM
1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM 4:00 - 4:30 PM

Show more ▾

Wed, Apr 7th

9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM 1:30 - 2:00 PM
2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM 4:00 - 4:30 PM 4:30 - 5:00 PM

Thu, Apr 8th

9:00 - 9:30 AM 9:30 - 10:00 AM 10:00 - 10:30 AM 10:30 - 11:00 AM 11:00 - 11:30 AM 11:30 - 12:00 PM 12:00 - 12:30 PM 12:30 - 1:00 PM 1:00 - 1:30 PM
1:30 - 2:00 PM 2:00 - 2:30 PM 2:30 - 3:00 PM 3:00 - 3:30 PM 3:30 - 4:00 PM 4:00 - 4:30 PM

Show more ▾

Click on an appointment time slot/date bubble to select your appointment time. You will be taken to a screen that will display the appointment details. On this same page, you will be able to provide comments to your advisor as well as list a phone number you'd like to receive a reminder text message to.

Review Appointment Details and Confirm

What type of appointment would you like to schedule?
Academic Advising

Service
STAR Meeting

Date
04/15/2021

Time
11:30 AM - 12:00 PM

Location
Engineering Technology

Staff
Cassandra Pendleton

Details
Notes/Comments from your advisor will be listed here.

URL / Phone Number
<https://zoom.us/my/personalpage>

Note: this is where you will find a URL or phone number depending on the mode of your appointment (video call or phone call). More information may also be included in the **Details** section above.

Would you like to share anything else?
Add your comments here

Email Reminder
Reminder will be sent to jstudnt1@purdue.edu

Text Message Reminder

Phone Number for Text Reminder

Schedule



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Once you are satisfied with your selections, click **Schedule** to complete the scheduling process.

Once your appointment has been scheduled, you will see the screen below.



Appointment Scheduled

Great job scheduling your appointment!

[View Appointments](#)

[Schedule Another Appointment](#)

You will receive email and text message reminder notifications prior to your appointment. Please note the times listed in these will reflect the time zone of Purdue University – West Lafayette (Eastern Daylight Time).

Logging Directly into BoilerConnect

Alternatively, if you log into BoilerConnect via <https://purdue.campus.eab.com> you will see a yellow banner at the top of your student home page. To respond to the appointment request, click on the **Schedule This Appointment** button located in the yellow banner. You will then be able to select a time/date as described above.

Imogene, please respond to the following appointment request(s):

- Cassandra Pendleton would like you to create an appointment by **Friday, April 16, 2021**. [Schedule This Appointment](#)

[Class Information](#) [Reports](#) [Calendar](#)

[Make an Appointment](#)