



STRIVE Priority Registration Appointments

APRIL 1-17, 2015

Instructions for making an appointment:

1. Log-in to your HCC email account and open your Google calendar.
2. In a new tab in your web browser, click on the appropriate link listed below **(also available in STRIVE Moodle and in your HCC email)** for your STRIVE Counselor:

Erica Carlson: <http://bit.ly/1EOKtXu>

Denise Roy: <http://bit.ly/1NfMY7j>

Denise Salgado: <http://bit.ly/1FFK4K4>

3. A pop-up window will appear on the screen. Add your name and phone number to the appointment slot that works best for you.
4. Press save.
5. Appointments will be held in your STRIVE Counselor's office.

Cancelling an appointment:

1. Log-in to your HCC email account and open your Google calendar.
2. Click on the appointment in your calendar. A pop-up window will appear on the screen.
3. Click on the “Cancel Appointment” link and select “Delete and Notify Guests.”

Rescheduling an appointment:

1. Follow the instructions for cancelling your original appointment.
2. Follow the instructions for making a new appointment.

Questions?????

Contact your STRIVE Counselor

Erica Carlson: 552-2332 ecarlson@hcc.edu

Denise Salgado: 552-2044 dsalgado@hcc.edu

Denise Roy: 552-2196 droy@hcc.edu

or

Raisa Amirova, STRIVE Clerk: 552-2505 ramirova@hcc.edu