

HOW TO GET ADVISED

Psychological Sciences and Child and Family Studies Majors

You will use the EAB Navigate system

https://tarleton.campus.eab.com/cas/schools/329-tarleton_state_university/ldap_sessions/new

EAB Navigate is a virtual location where you can schedule an advising appointment.

How to schedule an appointment:

1. Log in with your [UID and Password](#) related to your NTNET account.
2. Choose [“Schedule An Appointment”](#) at the top right corner.
3. Under the drop down box of “What type of appointment would you like to schedule?” Under the drop down box, click [Advising](#).
4. Under the drop down box of “To help you find a time, please tell us why you’d like to see someone.” Choose between the following choices: [Advising Hold or General Question \(graduation plans\)](#), [Change Major \(choose new major\)](#), [Drop a Class](#), [Help with My Financial Aid Appeal](#), [Make Changes to My Schedule](#).
5. Under the tab “Select your current/prospective college or program.” Search for [“Col. Of Education 0-120 hr, Advising”](#).
6. Click [Next](#).
7. Under the drop down box of “Please select your preferred location.” Choose between [“EDUC 101A – COE Advising, Rather”](#) or [“T. Student Center, Rm 34 – Academic Advising Center”](#).
8. Under the tab “Which Advisor?” Choose [“Any Staff”](#) or [select specific staff if you chose the “T. Student Center, Rm 34 – Academic Advising Center”](#).
9. Click [Next](#).
10. Choose a [date and time](#) for your appointment.
11. Click [Next](#).
12. Review your appointment details; if everything is correct. Click [Confirm Appointment](#).

Campus Location	COE Advisor	
Stephenville	Kodie Cooper	254-968-1794, kpcooper@tarleton.edu
Stephenville	Melissa Musser	254-968-0769, musser@tarleton.edu
Waco	Clint Dennard	254-299-8796, dennard@tarleton.edu
Waco	Kimberly Jaska	254-299-8886, jaska@tarleton.edu
Fort Worth	Angela White	817-840-7990, awhite@tarleton.edu
Midlothian	Michelle Cozine	254-968-1611, cozine@tarleton.edu

*Before scheduling an appointment, please make sure that you have reviewed your degree works plan. Come in with a tentative schedule, doing this, will allow you to familiarize yourself with your degree plan, and it will help speed up the advising process.