

# ***Student Support Network***

**Student User Guide**



**UCCS** University of Colorado  
Colorado Springs

# Login and User Interface



<https://student.support.uccs.edu>



UCCS Username



UCCS Password

If you have problems with logging in, please email [helpdesk@uccs.edu](mailto:helpdesk@uccs.edu) or call (719)255-4357.

*\*Note: The recommended browser is Chrome.*


1. **My Support Team** – Click to view members of your support team.
2. **Appointments** – Click to view upcoming, past, and cancelled appointments.
3. **Student Support Centers** – Click to view links to websites for listed campus resources.
4. **Appointments (quick view)** – Displays upcoming, past, and cancelled appointments. Add comments to upcoming appointments or cancel/reschedule appointments using the buttons.
5. **Support Team (quick view)** – Displays your support team members. Click on their name for more information and contact details.
6. **Tools** – Campus quick links including Canvas, myUCCS Portal, and Mountain Lion Connect.



# Appointments

## Schedule an Appointment

1. Click on the Schedule an Appointment button.
2. Find and select the support team member you'd like to schedule with.
  - *Note: "Not Available" will show if they do not have any availability.*
3. Select a Topic and Subtopic.
4. Select a Date and Time.
5. **\*Optional\*** Add comments.
6. Select a Location.
7. A confirmation pop-up will appear, and you'll receive a confirmation email.



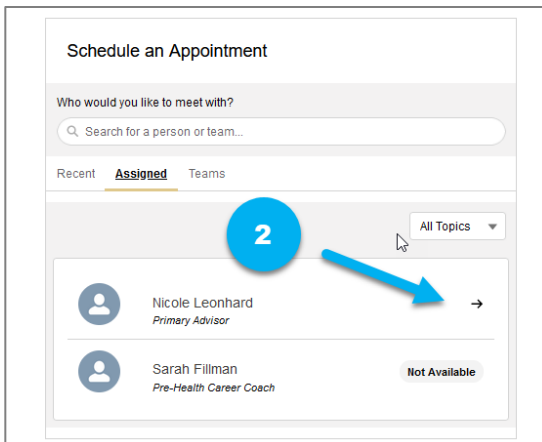
Welcome, Clyde!

Student Support Network

### Student Support Network Appointments

Schedule an appointment with your academic advisor, peer coach, or other members of your support team or view which appointments you have already scheduled below.

**1** → [SCHEDULE AN APPOINTMENT](#)



Schedule an Appointment

Who would you like to meet with?

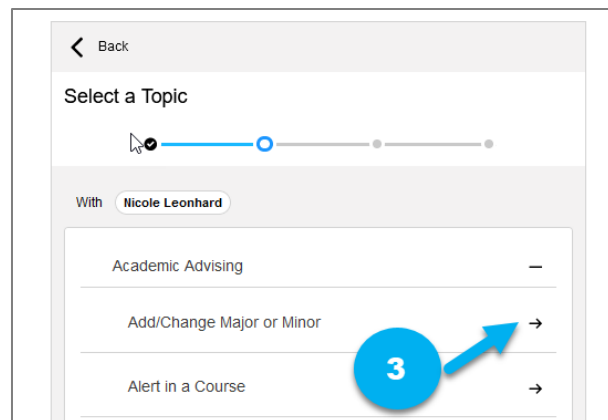
Search for a person or team...

Recent **Assigned** Teams

All Topics

**2** →

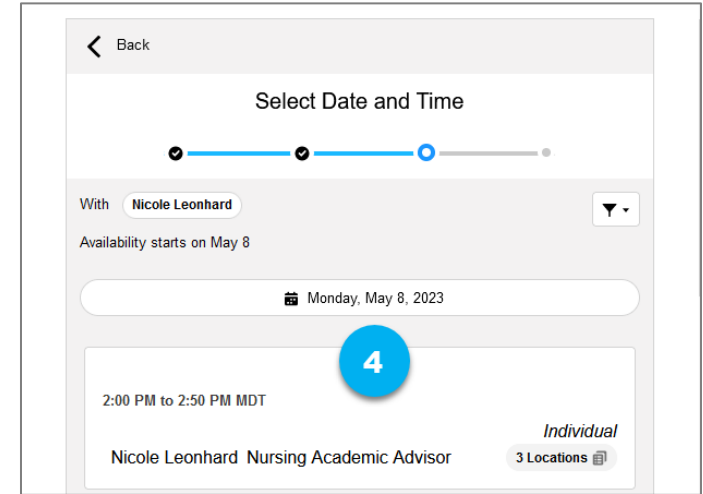
- Nicole Leonhard  
Primary Advisor
- Sarah Fillman  
Pre-Health Career Coach Not Available



Select a Topic

With Nicole Leonhard

- Academic Advising
- Add/Change Major or Minor **3** →
- Alert in a Course →



Select Date and Time

With Nicole Leonhard

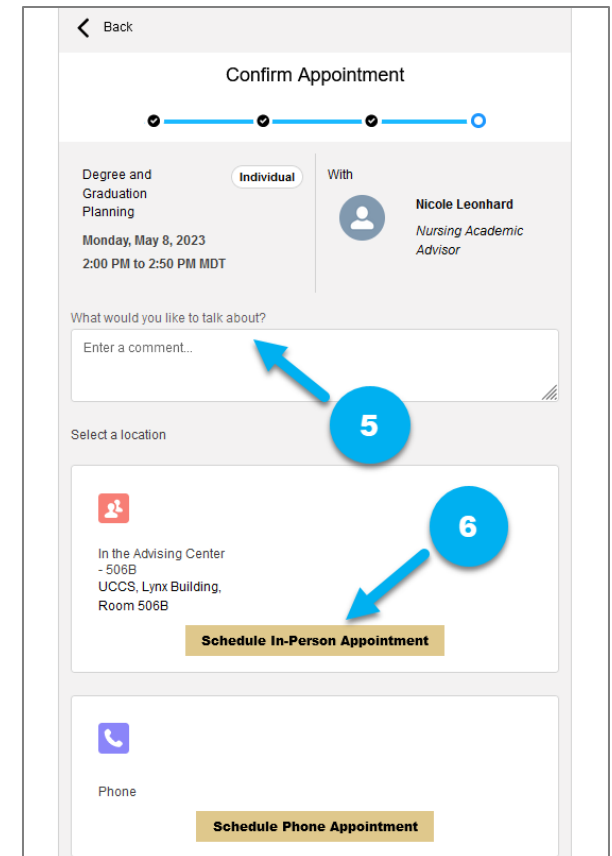
Availability starts on May 8

Monday, May 8, 2023

**4**

2:00 PM to 2:50 PM MDT

Nicole Leonhard Nursing Academic Advisor Individual 3 Locations



Confirm Appointment

Degree and Graduation Planning Individual With Nicole Leonhard  
Nursing Academic Advisor

Monday, May 8, 2023  
2:00 PM to 2:50 PM MDT

What would you like to talk about?  
Enter a comment... **5**

Select a location

**6**

In the Advising Center  
- 506B  
UCCS, Lynx Building,  
Room 506B

[Schedule In-Person Appointment](#)

Phone

[Schedule Phone Appointment](#)

# Cancel or Reschedule an Appointment

1. Navigate to Appointments.
2. Find the appropriate appointment.
3. Click the Reschedule or Cancel button.
  - To cancel, select Cancel Appointment.  
**\*Optional\*** Provide reason for cancellation.
  - To reschedule, select Reschedule. Then, select a new Date, Time, and Location.

