BEFORE YOU BEGIN:

The CSE Advising Office provides a generous set of **walk-in hours** each week. Walk-ins are open to **all** students and are appropriate for quick questions and actions like adding/dropping classes, reviewing next semester's schedule or checking a deadline. So if you only need 5-10 minutes with the first available advisor, please come to walk-ins rather than scheduling an appointment. Weekly exceptions to these hours can be found on the CSE website.

Walk-in Hours (Dreese 376)
Monday, Tuesday, Thursday and Friday: 9:00-11:30 a.m. and 1:00-4:00 p.m.
Wednesday: 1:00-4:00 p.m.

NEED AN APPOINTMENT?

Appointments are appropriate for anything requiring long-term planning (such as graduation plans, financial aid appeals, reinstatement petitions, ROTC forms, and BS/MS combined program questions) and concerns about academic progress.

Appointments are scheduled in 30-minute time slots. To schedule an appointment, please follow these instructions. **BACIS and students interested in learning about the BS/MS program,** please skip to Step 5. All others should start at Step One.

Step One: Log in to OnCourse through your **BuckeyeLink** (buckeyelink.osu.edu).

- Type "OnCourse" in the search bar and click on the result.

Step Two: On your OnCourse Home page click "Schedule Appointment"
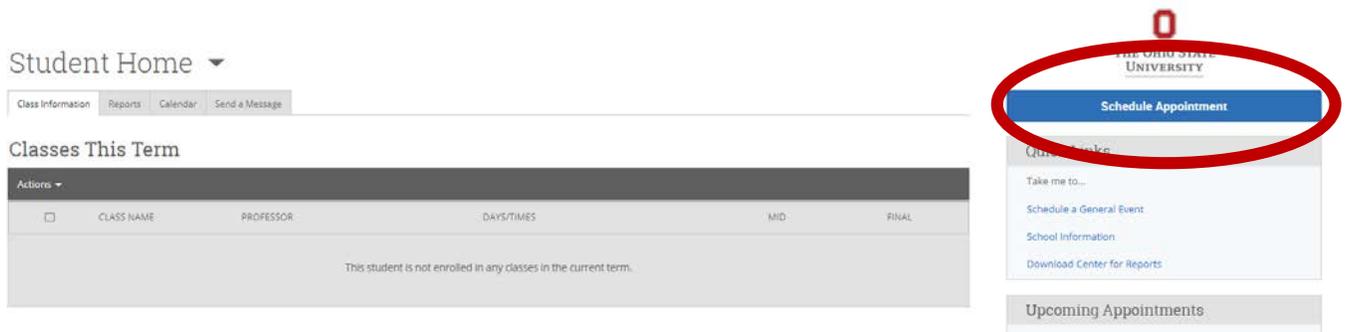
Step Three: Choose your appointment type and major/department.
- Select "Advising" as your appointment type.
- Then select "Computer Science and Engineering" even if you are a CIS student or a minor student. **IMPORTANT:** No matter what, just choose "Computer Science and Engineering" since we are the department you want to meet with.

Step Four: Select a reason for your meeting. **IMPORTANT:** Right now the only active reasons are "Scheduling" and "Other". Please only select one of those two options. You will be able to make comments about your reason before you schedule the appointment.

Step Five: Select "CSE Advising Office" as the location. Then select an advisor.

IMPORTANT: Please be sure to select an advisor based on your current student status:

BACIS and students interested in the BS/MS program should not use the OnCourse system to schedule an appointment. Instead, request an appointment by e-mailing Nikki Strader (strader.1@osu.edu).

Pre-CSE majors, CSE majors and BSCIS majors should request your assigned advisor as found on Buckeyelink.

Pre-CIS majors, CIS minors and any prospective major changers to CSE or CIS should request an advisor according to your last name:

Kami Westhoff (Student last name A-F)
LaNorris Alexander (Student last name G-K)
Leslie Dowler (Student last name L-R)
CA Wade (Student last name S-Z)

Step Six: Choose the date and time that you would like to meet. OnCourse does not allow you to schedule an advising appointment when you have class.

Step Seven: Review the appointment details. You may also provide additional information for your advisor in the comments box. We appreciate you being as specific and comprehensive as you can about your reason for coming in. This will help us better prepare for your appointment.

Schedule Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

Who: ███████████████ with
CA Wade

Why: Scheduling

When: Thursday, November 01
9:30am - 10:00am

Where: CSE Advising Office - 376 Dreese Labs

Additional Details

Is there anything specific you would like to discuss with CA ?

Comments for your staff...

☑ Send Me an Email
☐ Send Me a Text

◄ Back

Confirm Appointment

Thank you for scheduling an appointment!