How to schedule an appointment with a General CSBS advisor through Starfish:

1. Log in using your eWeber username and password

2. Type “Starfish” into your eWeber Portal and click on the app
3. If this is your first time using Starfish, **set up your Starfish profile**. The time zone setting defaults to Mountain Time. If you live in a time zone other than MT, make sure to change the time zone settings on your Starfish profile, otherwise the meeting times for you and your advisor will not match up.

4. Click on the College of Social and Behavioral Sciences Academic Advisement. If it doesn’t appear on your dashboard when you open the app, use the search bar to find it.

5. Click on the arrow next to one the advisor’s name, then click “Schedule.” (You can only make general advising appointments with Nick Ferre, Stephanie Quinn, or Britnee Ramirez.)
6. Select the type of appointment you need

- Academic Advisement
  - Academic Advising
  - Financial Aid Suspension Appeal
  - New Student Initial Appointment
  - Registration/Class Schedule

7. Find a day/time that works for your schedule, and click “Continue”

- Use this date range to search for future appointments!
8. Type any helpful details/information into the box, then click “Confirm”

9. Show up to your appointment approximately 5 minutes early, and follow any instructions in the confirmation email that you receive (in your WSU email account) beforehand.

If you have any issues scheduling, please email CSBSadvising@weber.edu or call our general line (801) 626-7809 and leave your name, W#, major, a phone number, and your available days/times for an appointment. Explain that you cannot use Starfish. We will call you back within 24 hours to help you schedule your appointment over the phone!