Scheduling Appointments in Symplicity

Which offices can I schedule an appointment with?

- x   Career Readiness Center (careercenter@unthsc.edu)
- x   Center for Academic Performance (CAP@unthsc.edu)
- x   International Services (international@unthsc.edu)
- x   Office of Care and Civility (OCC@unthsc.edu)
- x   Office of Disability Access (ODA@unthsc.edu)
- x   Office of Student Development (studentdevelopment@unthsc.edu)

How to log in and schedule.

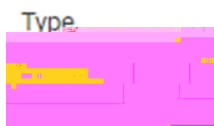1. Log in to https://unthsc-insight.symplicity.com; select the "Student" button and then use your EUID and password to log in.
2. Click on "Appointment" in the left navigation bar.

3. Click the "Request New Appointment" button at the bottom of the page.

4. Select "Choose…" under the Type.

5. Select which office and then the reason you want to make an appointment. Then click "Done."