

Instructions for Making a Counseling Appointment Online Using MyECC and eSars Online Scheduling

Students may make an academic counseling appointment using **MyECC** and the **eSARS** Online Scheduling system on the following days and times: **ECC**: Each Thursday evening at 5:00 p.m. **COMPTON**: Each Friday evening at 5:00 p.m. Appointments are made one week in advance.

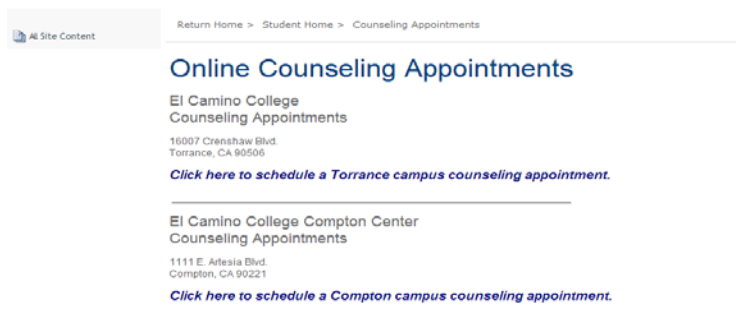
If you need to submit a financial aid SAP appeal for GPA or percentage of completion, and **DO NOT** need a Lock-in-List (LIL) then make an appointment with an academic counselor within your major and request a one year education plan. If you have exceeded 150% of your program and need a Lock-in-List (LIL), please **visit the ECC Counseling Office** in the Student Services Center to make a 60 minute appointment with **Monica Lanier**.

For **Holly Schumacher** or **Juana Sanford** at the **Compton Center**, students may call 310-900-1600 x2076 or visit the Compton Counseling Office in Administration to make a 60 minute appointment.

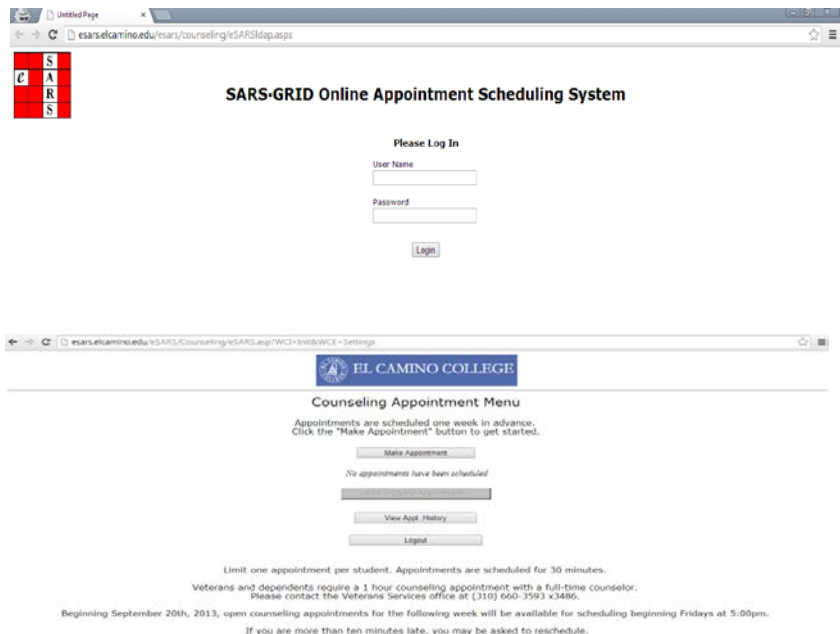
You can do this in three easy steps:

1) Log on to MyECC and click **"Online Counseling Appointments"**; select a campus to schedule a counseling appointment.

Depending on your browser, you may need to right click on "Click here to schedule a Torrance counseling appointment" to **open a new window using incognito**. If so, it will look like this:



2) Enter your ECC user name and password (**these are the same as your MyECC User Name and Password**). After you enter this information, the screen will look like this:



3) Click **"Make Appointment"** and then click **"Counselor Group Selection"**. Choose a counselor for the date and time available.

If you attempt to use the online counseling appointment scheduling system and see a blank white screen, then use these troubleshooting guide sheets for [Google Chrome](#) and [Mozilla FireFox](#) to assist you.

If you are still experiencing technical difficulties, please contact the ITS Help Desk at 310-660-6571 Monday - Friday, 7:00 a.m. – 9:00 p.m. for assistance.