## How to Schedule an Appointment

## Which kind of appointment do you want?

**GENERALISTS** work with all students on any part of the writing process.

**ESL SPECIALISTS** are certified in ESL tutoring, and have "ESL" before their names. They work with all students, but are the **only** tutors who help with speech.

**MIDTOWN** sessions are held at 232 West 40th St., Rm 1207.

**MATH TUTORS** have the subjects they tutor listed before their names. They do **not** tutor writing.

**GRAD TUTORS** work exclusively with students from Milano, NSGS International Affairs, Media Studies and NSSR

1 Choose an available appointment.

Tutor's name

10:00

11:00

12:00

1:00

2:00

3:00

1 Special UWC message

2 Emma Komlos-Hrobsky

2 Mike Bonomo

2 Jim Brigge (unavailable)

2 Karl Fotovat

3 ESL Cyr thia Elmas

3 ESL Je se Day (unavailable)

3 ESL Vitoria Somogyi

4 MID OWN\_ESL Jeremy Scott

4 MID TOWN\_ESL Jesse Day

5 MA' H\_(Clc., Stt., Qnt. Rsnng)\_Han Byul Ru

5 MA' H\_(Epi., Clc., Stt.)\_Quincy Amoah

6 G' AD Katie Kelley

6 G' AD Max Tremblay

White boxes indicate the time is available

**2** Click on the tutor's name to bring up the reservation form.



Type of tutor: Gene	raliet	
ocation: 71 5th Av	e. 9th Fl.	
Phone number: 212 Note: writingcenter		
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At what time wou	ld you like an app	pointment?
Date: 10/16/2012	Time: 12:00 pm - 01	1:00 pm 💌
Only one appoint	ment at a time is	allowed. Select 'Single
Event' default.	ment at a time is	anowed beleet single
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Single Event	(	
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3 Select the time you want, then fill in the blanks.

Confirm the appointment with your ID number.

Your student ID number is your password