



Scheduling Academic Coaching Appointments

1. Login to the Blue Hen Success platform – www.bluehensuccess.udel.edu
2. From the home page, click [Get Assistance](#).
3. Click through the scheduling workflow:
 - Pick the desired area for your meeting – select [Advising/Academic Assistance](#)
 - Pick the reason for your meeting – select [Schedule Academic Coaching](#)
 - If known/desired select applicable date
 - Click [Find Available Time](#)
 - Select date/time for a scheduled appointment
 - Review the appointment details and click [Schedule](#).
 - You have successfully scheduled your appointment, and you will receive an appointment confirmation email to your UD email address.



Appointment Scheduled

Great job scheduling your appointment!

4. As with any system, remember to [Logout](#) when you're done.