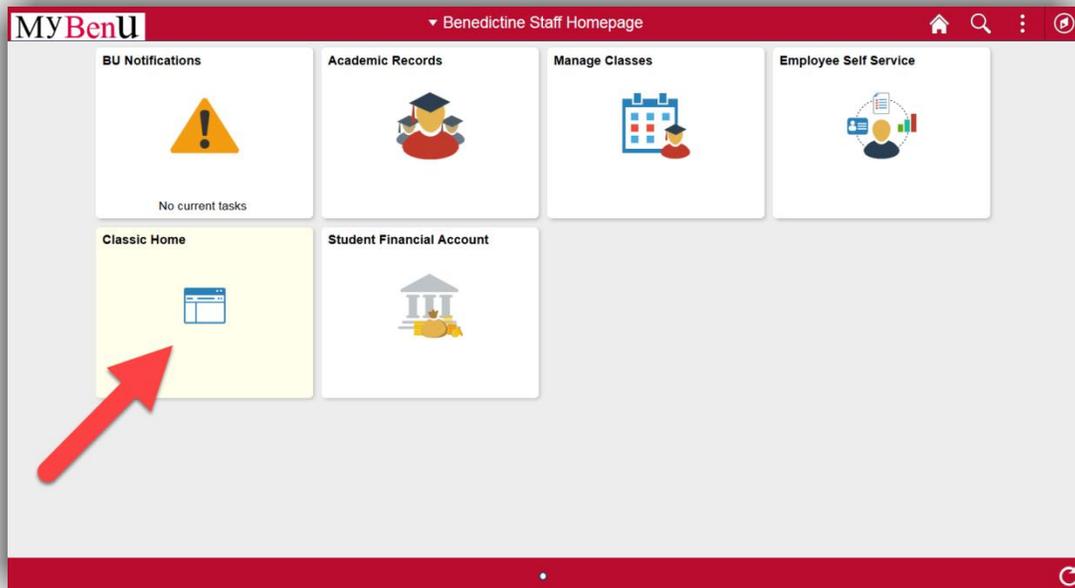
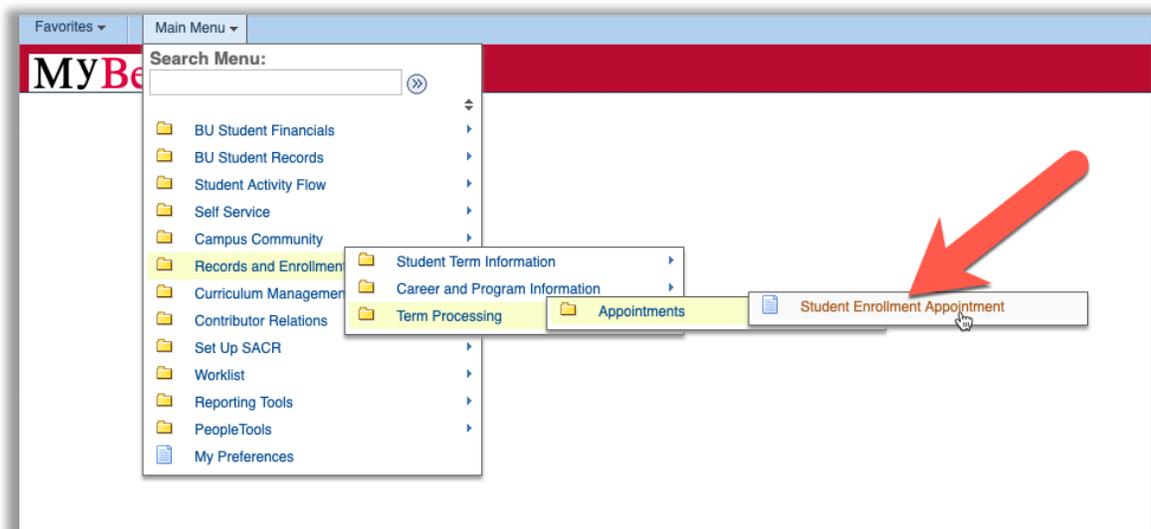


To View Student Enrollment Appointment

1. Log into **MyBenU**. You will be on the Homepage. Click on the **Classic Home** tile to get to the Classic view.



2. Navigate from the **Main Menu** to **Records and Enrollment > Term Processing > Appointments > Student Enrollment Appointment**.



This will open the **Student Enrollment Appointment** dialog page. Using the appropriate search criteria, select the student and term of interest [be sure the **Academic Institution** is "BENUV"] and click on the **Search** button. This will open the **Student Enrollment Appointment** page. On this page, the **Start Date** and **Start Time** under the **Enrollment Appointments** header will be shown and this is the earliest date/time at which the student may register for that particular term.