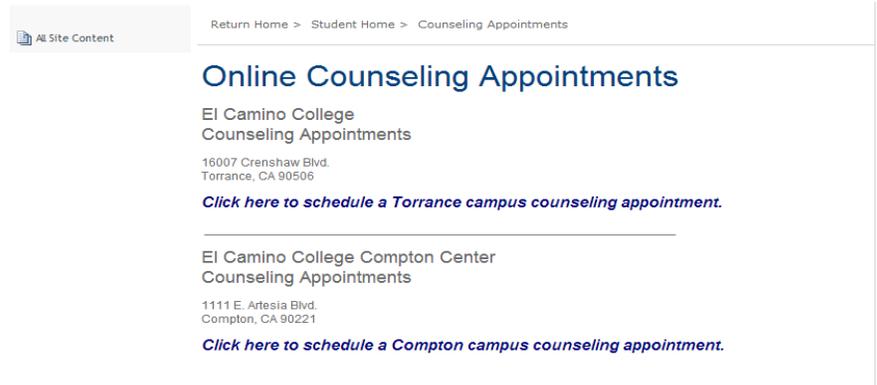


Make Your Financial Aid Counseling Appointment Online Using Your MyECC and eSars Online Scheduling May 19, 2014 – August 8, 2014

Effective **May 19, 2014-August 8, 2014**, all financial aid students will be able to make a financial aid counseling appointment using their **MyECC** and the **eSARS** Online Scheduling system. Make your Financial Aid Counseling appointment with **Bernadette Flamen**o or **Cheryl Kroll**, Financial Aid Counselors. Appointments are made one week in advance, are available each **Thursday at 6:00pm** and last 30 minutes.

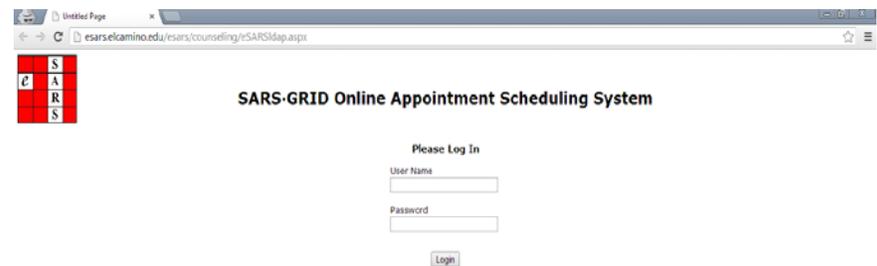
You can do this in three easy steps:

1) Log on to your MyECC account and click on **“Online Counseling Appointments”** and then select a campus to schedule a counseling appointment.



The screenshot shows the 'Online Counseling Appointments' page. At the top, there are navigation links: 'Return Home > Student Home > Counseling Appointments'. The main heading is 'Online Counseling Appointments'. Below this, there are two sections for different campuses. The first section is for 'El Camino College Counseling Appointments' located at 16007 Crenshaw Blvd, Torrance, CA 90506, with a link to 'Click here to schedule a Torrance campus counseling appointment.' The second section is for 'El Camino College Compton Center Counseling Appointments' located at 1111 E. Artesia Blvd, Compton, CA 90221, with a link to 'Click here to schedule a Compton campus 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:



The screenshot shows the 'SARS-GRID Online Appointment Scheduling System' login page. It features a 'Please Log In' section with fields for 'User Name' and 'Password', and a 'Login' button. To the left of the login form is a small grid icon with the letters S, A, R, S in a 2x2 arrangement.

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



The screenshot shows the 'Counseling Appointment Menu' page. At the top, there is the El Camino College logo and the text 'Counseling Appointment Menu'. Below this, there is a message: 'Appointments are scheduled one week in advance. Click the “Make Appointment” button to get started.' There are four buttons: 'Make Appointment', 'View Appointments', 'View Appt. History', and 'Logout'. A blue arrow points to the 'Make Appointment' button. At the bottom, there is a note: 'Limit one appointment per student. Appointments are scheduled for 30 minutes. Veterans and dependents require a 1 hour counseling appointment with a full-time counselor. Please contact the Veterans Services office at (310) 660-3993 x3486. Beginning September 20th, 2013, open counseling appointments for the following week will be available for scheduling beginning Fridays at 5:00pm. If you are more than ten minutes late, you may be asked to reschedule.'

3) Click on **“Make Appointment”** and then click on **“Counselor Group Selection”**. Choose either **Bernadette Flamen**o or **Cheryl Kroll** for the date and time available.

When you attempt to use the online counseling appointment scheduling and you see a blank white screen, 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, 8:30am-12:30pm and 1:30pm-4:30pm.