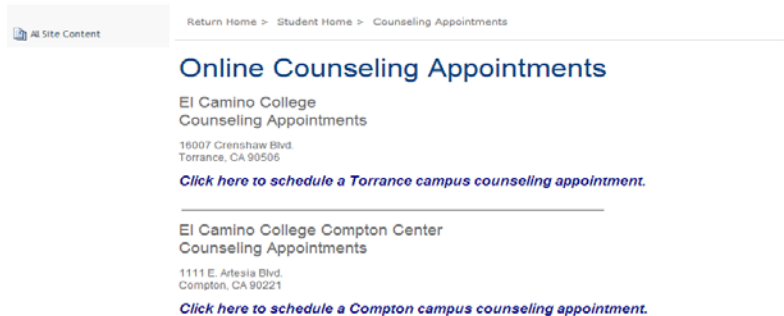


Make an Academic Counseling Appointment Online With a Counselor Who Specializes in Financial Aid Using Your MyECC and eSars Online Scheduling

All students may make an academic counseling appointment using their **MyECC** and the **eSARS** Online Scheduling system each Thursday evening at 5:00 p.m. Appointments are made one week in advance and last 30 minutes.

If you need to file a financial aid appeal for GPA or percentage of completion, please make an appointment with an academic counselor and request a **ONE YEAR EDUCATION PLAN**. If you have exceeded 150% of your program and need a **Lock-in- List (LIL)**, please make an appointment with **Bernadette Flamen** or **Monica Lanier** at ECC or **Holly Schumacher** at the Compton Center.

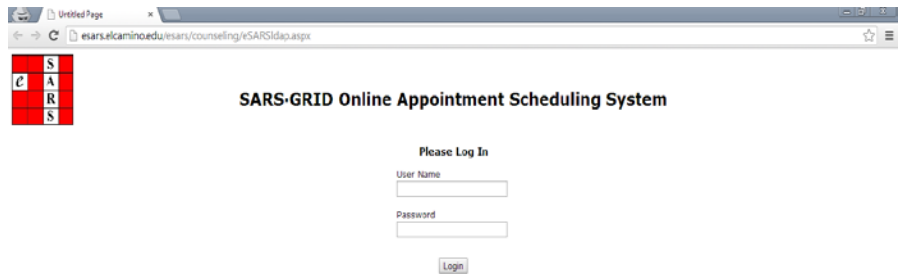


The screenshot shows the 'Online Counseling Appointments' page. At the top, there are navigation links: 'Return Home > Student Home > Counseling Appointments'. Below this is the title 'Online Counseling Appointments' and the text 'El Camino College Counseling Appointments'. The address is listed as '16007 Crenshaw Blvd. Torrance, CA 90506'. A link is provided: 'Click here to schedule a Torrance campus counseling appointment.' Below a horizontal line, the 'El Camino College Compton Center Counseling Appointments' section is shown, with the address '1111 E. Artesia Blvd. Compton, CA 90221' and a link: 'Click here to schedule a Compton campus counseling appointment.'

You can do this in three easy steps:

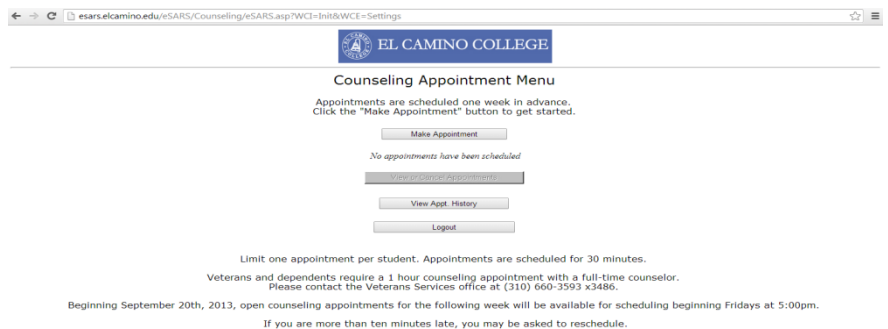
1) Log on to your MyECC account and click "**Online Counseling Appointments**"; select a campus to schedule a counseling appointment.

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:



The screenshot shows the 'SARS-GRID Online Appointment Scheduling System' login page. On the left is the El Camino College logo. The main heading is 'SARS-GRID Online Appointment Scheduling System'. Below the heading is a 'Please Log In' section with 'User Name' and 'Password' input fields and a 'Login' button.

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:



The screenshot shows the 'Counseling Appointment Menu' page. At the top is the El Camino College logo and the text 'EL CAMINO COLLEGE'. Below this is the heading 'Counseling Appointment Menu' and the text 'Appointments are scheduled one week in advance. Click the "Make Appointment" button to get started.' There are four buttons: 'Make Appointment', 'View Appointment', 'View Appt. History', and 'Logout'. 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 "**Make Appointment**" and then click "**Counselor Group Selection**". Choose a counselor 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 - Thursday, 8:30am-12:30pm and 1:30pm-4:30pm.