RU-N4Success – Scheduling an Appointment – Procedures

1. Login to RU-N4Success using your Netid and Password: [https://myrun.newark.rutgers.edu/run4success](https://myrun.newark.rutgers.edu/run4success)

2. Click on “Schedule an Appointment”

3. On the next screen, use the drop-down box to choose the “type of appointment” you would like to schedule.
4. Choose “Graduate Student Services” from the drop-down box.

5. “To help you find a time, please tell us why you’d like to see someone” → Choose “RBS Graduate Advising – MBA”
6. From the “Choose from the following options and click Next” drop-down box, you will choose your program and your affiliate campus. For Example “MBA (part-time) – New Brunswick Advising or Rutgers Business School- Newark depending on your declared campus selected during orientation with admissions. (If you need to change this at any time, please contact your advisor.)

7. Depending on what program and location, MBA students will choose one of three options. MBA (Part-time) - New Brunswick Advising, MBA (Part-time) - Newark Advising, or MBA (Full-time) - Advising.
8. Please choose the person you would like to meet with from the next drop-down box.

**Please select the correct advisor:**
- Part-Time Students: Newark Students: Cyndi Geborde
- New Brunswick Students: Kathleen Price
- Students in the Full-Time Day MBA Cohort: Marc Limata
9. The available days are highlighted in blue. Click on the blue options to see the available times. Once a time is chosen, click “Next”

10. An appointment will not be scheduled until you click the blue, “Confirm Appointment” button.
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Schedule Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

Appointment Details

What: Math
Why: MBA (Part-time) - New Brunswick Advising
Where: Rutgers Business School * 100 Rockafeller Rd * New Brunswick

Additional Details

https://rutgers.webex.com/meet/kmp249
All meetings will be held via WebEx at the link above.

In case anything else you would like to discuss with KATHLEEN?
Comments for your staff...
Phone Number

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Confirm Appointment