How to Request a Tutor in Navigate

1. Go to Navigate at https://vt.campus.eab.com/ and sign in with your PID and password. (Chrome or Firefox browser preferred)
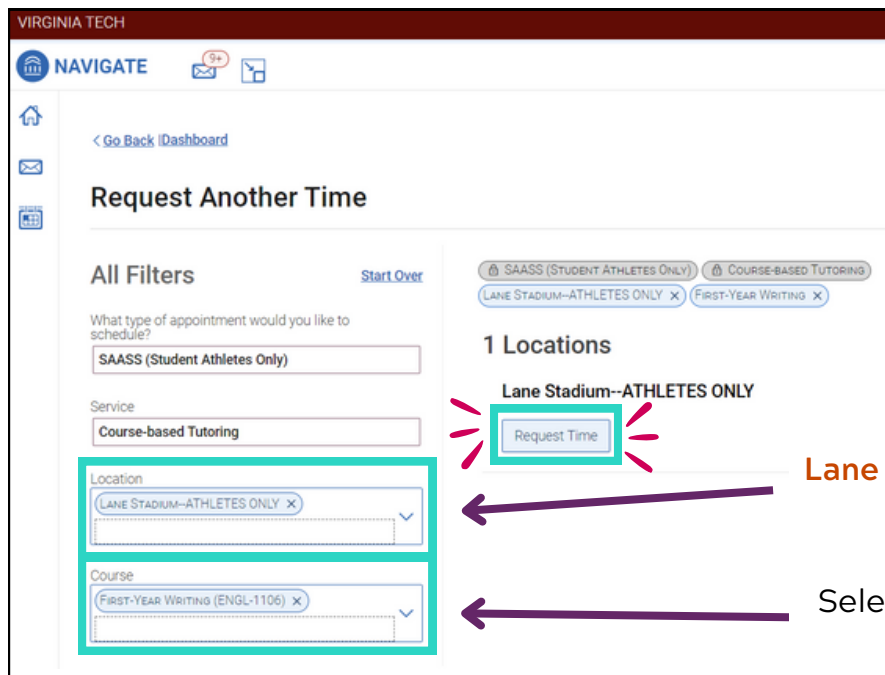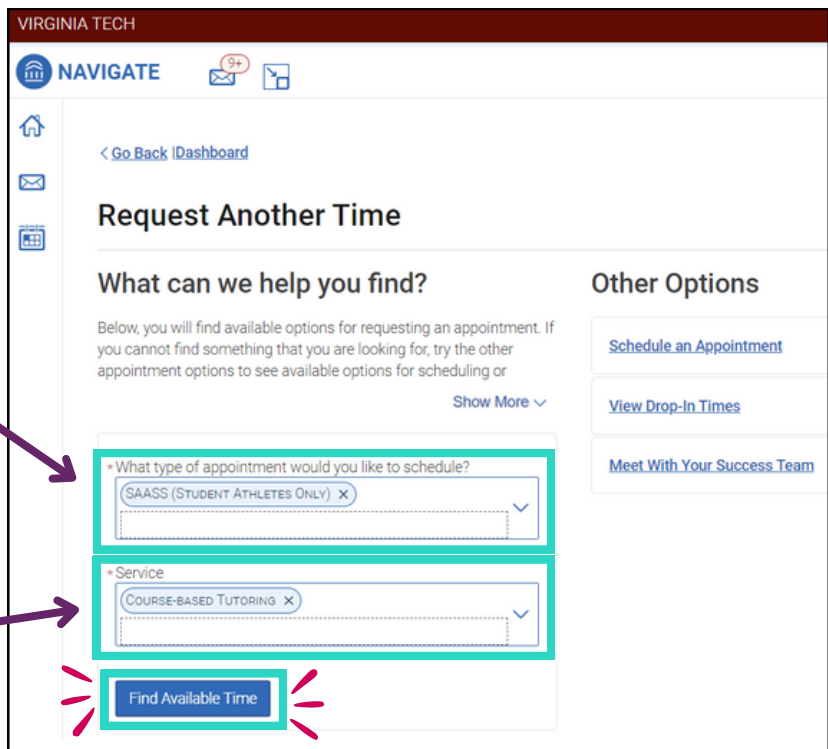
2. Click on **Schedule an Appointment**
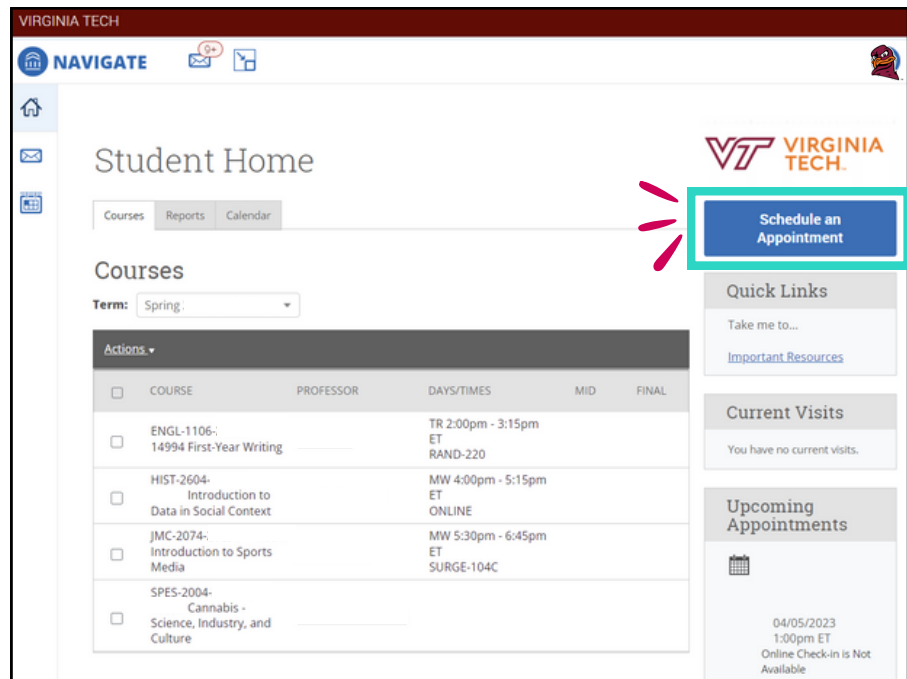
3. Click on **Request Tutor Appointment**
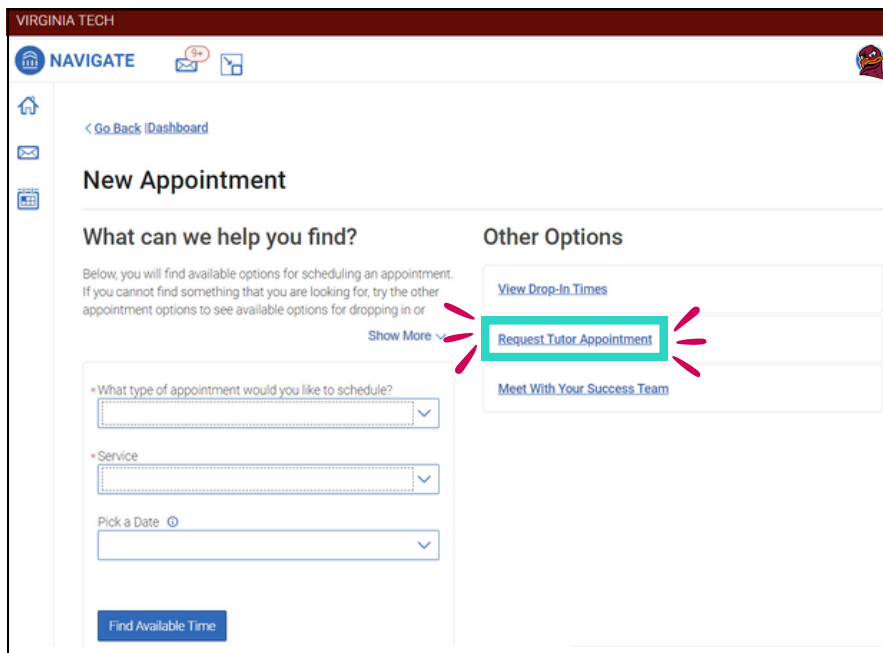
4. Make sure
SAASS (Student-Athletes Only)
is selected in
What type of appointment
would you like to schedule?

Then Select
Course-Based Tutoring
from the Service dropdown

Lastly, Click
Find Available Time

5. Next, Select
Lane Stadium - ATHLETES ONLY
for the Location

Select the course needed from
Course

Lastly, Click
Request Time

6. In the box, include the frequency you would like to meet with a tutor for this course and the availability you have for meeting

Example:
Frequency: 2x/week
Availability: MW 5-9pm
TR 3-9pm

Then Click
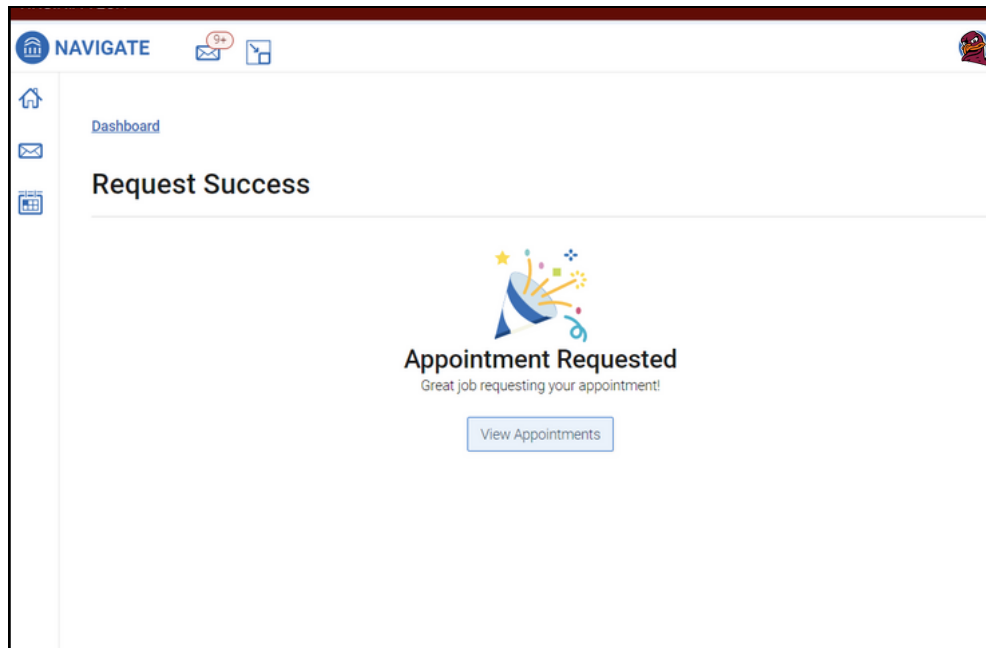**Request**

VIRGINIA TECH

NAVIGATE

< Go Back |Dashboard

Request Another Time

What type of appointment would you like to schedule?
SAASS (Student Athletes Only)

Service
Course-based Tutoring

Location
Lane Stadium--ATHLETES ONLY

Course
First-Year Writing (ENGL-1106)

* Add your availability
e.g. Mon, March 18, 2-3PM and Wed, March 20, 8-9AM

Request

NAVIGATE

Dashboard

Request Success

Appointment Requested
Great job requesting your appointment!

View Appointments

Congrats! You've submitted a Tutor Request!

- The Tutor Coordinator will now be notified and begin working on your request
- If you have any questions or concerns contact the Tutor Coordinator or your SAASS Academic Counselor