Make a virtual ATI tutoring appointment

**Step 1:**
Click the blue "Schedule Appointment" button on your homepage

**Step 2:**
Select Request Appointment Time from the Other Options list on the right
Step 3:
First select **Tutoring** and then your service will be **ATI Online Peer Tutoring** and then click **Find Available Time**.

Step 4:
Pick the course you want tutoring in (the list of courses is based on your course registration). Then select **Request Time**.
Step 5:
Review the appointment request details and add any important information the scheduler should know. When finished, click the Request button.

Step 6:
Once you submit your appointment request, the tutoring coordinator, Penny Nemitz, will match you to an available tutor. She will send you an appointment notification once she has scheduled your appointment. The notification will include the date and time of the appointment, the name of the tutor (under Organizer) and a link to the tutor’s zoom waiting room. At the scheduled day and time, click the link and wait for the tutor to start your appointment.

Questions? Email nemitz.7@osu.edu!