Student Instructions to Sign up for Remote Walk-in Advising with CAS Student Services, August 17 – 28:

Go to the following link (to the UMKC Connect Kiosk):
Password: advising

1. Select: “CAS Advising Walk-in/Check-in” from the “Kiosk” drop-down menu
2. Password: “advising”
3. Click on “Submit”
4. Enter your student ID number
5. Enter your Last Name
6. Click “Sign in”
7. In answer to the question “What would you like to talk about?,” click on the choice that best fits your situation and click “Continue”
8. In answer to the question “Is this visit related to one of your courses?,” click either on “No course” or choose the appropriate course, and click “Continue”
9. **IMPORTANT STEP:** In the comments box labeled “Please share a bit more about why you are here today”, please provide all of the following information:
   - Your major (and any emphasis or special program, such as Pre-Health or Pre-Law)
   - New or continuing UMKC student
   - Freshman or Transfer student
   - Details about what you need today
   - How you would like the advisor to reach out to you—Choose one:
     a. By Zoom—Provide preferred email address (also include your student email, if that isn’t your preferred)
     b. By Phone—Provide preferred telephone number
     c. By Email—Provide preferred email address (also include your student email, if that isn’t your preferred)
   - Click on “Submit”

10. (If you aren’t able to sign in using the steps above, then send an email to umkccasadvising@umkc.edu, providing all of the following information below. Someone will be in touch with you shortly and can add you to the walk-in kiosk for remote advising:
   - Name
   - Student ID number
   - Your major (and any emphasis or special program, such as Pre-Health or Pre-Law)
   - New or continuing UMKC student
   - Freshman or Transfer student
   - Details about what you need today (i.e., Advising for Fall classes)
   - (AA) Assigned Advisor or (FA) First Available Advisor
   - How you would like the advisor to reach out to you—Choose one:
     o By Zoom—Provide preferred email address (also include your student email, if that isn’t your preferred)
     o By Phone—Provide preferred telephone number
- By Email—Provide preferred email address (also include your student email, if that isn’t your preferred)