

# HOW TO BOOK A GUIDANCE APPOINTMENT

## Step 1: Go to the link provided

<https://sjam.counsellorappointments.com/?action=login-form>

(You will see the image on the top left corner of the website)



## Step 2: Register an account

The information you share will be used by your guidance counsellor when they contact you. Please use your student email to register and a phone number or cell that works.

## Step 3: Go to appointment calendar and pick your guidance counsellor (based on last name)

Ms. Brassard A-H  
Ms. Hardeo I-R  
Ms. Mackay S-Z

## Step 4: Pick a time slot and a way to meet

**Virtual meet:** Your guidance counsellor will create a Google meet and send it to your student email. This is the email you provided when registering your account.

**Call:** Your guidance counsellor will call the phone number that was provided when you registered your account. Please be available within the 20 minute appointment gap.

**In person:** If meeting with us in person is best for you, then let us know. Please schedule the appointment on a day you are expected to be in class.

**NOTE:** You will not be able to make same-day appointments. Also, please ensure you state the reason for your appointment.

### Appointment With:

- L. Brassard  
- 2020-09-24 @ 10:20 am

Betty Guo

### Appointment Note:

### Appointments Will Be:

Virtual Meeting

Book Appointment