STEP 1: Go to www.cerrocoso.edu and click InsideCC on the Cerro Coso website.

STEP 2: Once InsideCC, click the Tools drop down and choose Navigate (Student), then click Login with your school account. This will take you to your Navigate homepage (or may have you log into KCCD. Log in with your student email and password and you will be brought to your Navigate homepage).

STEP 3: Click on the Appointments tab of your Navigate Student mobile app or on the desktop site.

STEP 4: Click Schedule an Appointment button. The New Appointment page will open.

If you are having issues with operating or accessing Navigate, please email navigate@cerrocoso.edu or call 760-384-6219
STEP 5: Click on the drop downs to Choose a department, Select Appointment Reason, and to Pick a Date. Finish this step by clicking Find Available Time.

What can we help you find?

STEP 6: The next page will list campus locations (only schedule at your home campus. Online students will schedule with IWV campus). If there are availabilities, you will see times under the campus location. If availability is not listed at your home campus, you will need to choose a different day to schedule the appointment. Select one of the time slots from the list. You also have to option to select the link that says People to open a list of staff members.

STEP 7: After you have chosen a location and time and staff member to meet with, review the appointment details and confirm the information is correct. If everything looks correct, finish appointment scheduling by clicking Schedule. If you have successfully scheduled your appointment*, you will receive a success message and the option to View Appointments or Schedule Another Appointment.

*If you do not see your appointment reason, day, time, or staff you would like to meet with, please visit our Counseling and Advising page to find your home campus number. Please give them a call to schedule your counseling appointment over the phone.

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