

## HASKAYNE SCHOOL OF BUSINESS Undergraduate Programs Office

2500 University Drive NW Calgary, AB, Canada T2N 1N4 haskayne.ucalgary.ca

## **Remote Advising**

The Undergraduate Program Specialist office is currently providing remote advising via email and Zoom. Please do not visit the Haskayne School of Business advising or department offices in Scurfield Hall.

## **Email Advising**

- Current students: <u>undergraduate@haskayne.ucalgary.ca</u>
- Future students: <a href="mailto:futurebcomm@haskayne.ucalgary.ca">futurebcomm@haskayne.ucalgary.ca</a>
- Sending multiple emails regarding the same topic can delay response time. Please include your full name and student ID in email inquiries.

## **Virtual Drop-in Advising**

- Download the QLess app.
- Click on the Haskayne School of Business (ensure your location services are enabled or use the search bar). Advising is available during the following times, please check in early for same day assistance:

Tuesday | Wednesday 1:30 PM - 3:30 PM Thursday 9:30 AM - 11:30 AM

- Add yourself to the drop-in advising line. You will be required to provide your UCalgary email address or other email address as part of the check-in process. If you are not currently a UCalgary student, please provide the best email to contact you.
- Monitor your UCalgary email address.
- When it is your turn for advising, you will be emailed a link and password to join a Zoom meeting with a Program Specialist. Please use the Zoom app on your phone for best results.
- Please Note: If you are having difficulty connecting using the app, please login <u>here</u>.
- If during our drop-in advising hours the QLess app says the line is "closed" that means we are currently at capacity. Please try again later. If you are having difficulty connecting, please reach out to us via email.
- For detailed advising, you will be required to show UCID or government issued photo ID on video.