How to Schedule a Writing Tutoring Appointment via Blue Hen Success

1. **Step One:**
   - Login to the Blue Hen Success system – [www.bluehensuccess.udel.edu](http://www.bluehensuccess.udel.edu) - SUCCESS Login
   - Use UD login credentials

2. **Step Two:** From the home page, click *Get Assistance*.

3. **Step Three:** Click through the Schedule Advising Appointment workflow:
   - Type of Appointment – select *Tutoring*
   - Service – select *AAP Writing Tutor*
   - Either pick a time to meet with any tutor – or – click on *view individual availabilities* at the top of the screen (see image below) to pick your specific tutor

   ![AAP Writing Tutoring](image)

   - Click *Schedule*.
   - When you have successfully scheduled your appointment, you will receive an appointment confirmation email to your UD email address.

4. **Step Four:** As with any system, remember to *Logout* when you’re done.