This document provides you step by step instructions how to schedule advisement appointments on your own

How to access LoboAchieve
If you have an existing UNM NetID (email), you will use the same ID/password to log into LoboAchieve.unm.edu
If you have been accepted to UNM but not yet setup a NetID you can do that here: https://netid.unm.edu/
If you are not a UNM student, you can access LoboAchieve by following the “create an account” steps provided, but please do not do this if either of the above options apply.

Finding the UNM ROTC and/or GNS Advisor
If Mr. Brian Vineyard is not listed under your advising offices, you will enter Vineyard or ROTC or GNS in the ‘Search Advising Offices’ field of the ‘Advising Offices’ tab. This search will then direct you to the ‘Schedule Appointment’ link providing Mr. Vineyard’s calendar of available appointment times and posted walk-in hours.

Note, the default view is List but the Calendar option is another choice to use during the scheduling process.

To schedule an appointment
1. Once you click on your preferred time, you will need to enter a reason for the appointment.
2. You can then click on ‘schedule’ to set your appointment.
3. If you wish to cancel or edit the appointment, please click on the listing again or contact Mr. Vineyard in advance. (vineyard@unm.edu)

Mr. Vineyard’s office is in the AFROTC / Aerospace Studies Building (#159) at the NE corner of Las Lomas & Yale. If you do not have a door access code, please enter through the main (South) entrance by ringing the doorbell.