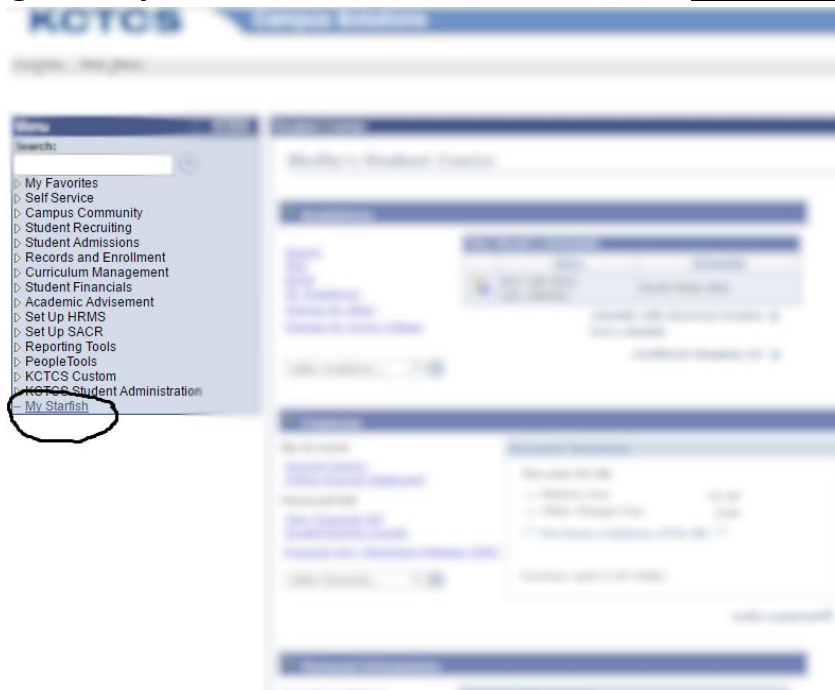
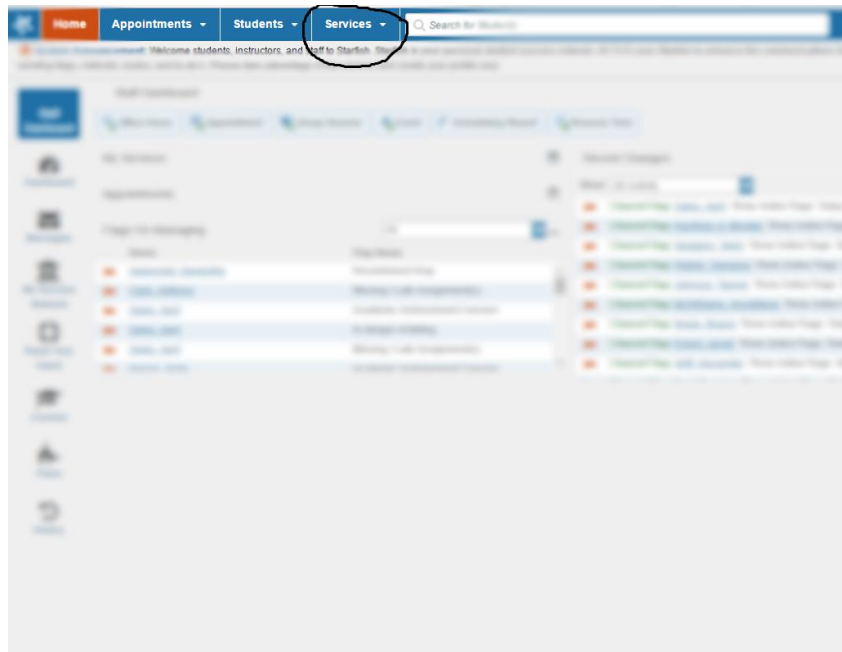


## How to make an online appointment with an Advisor

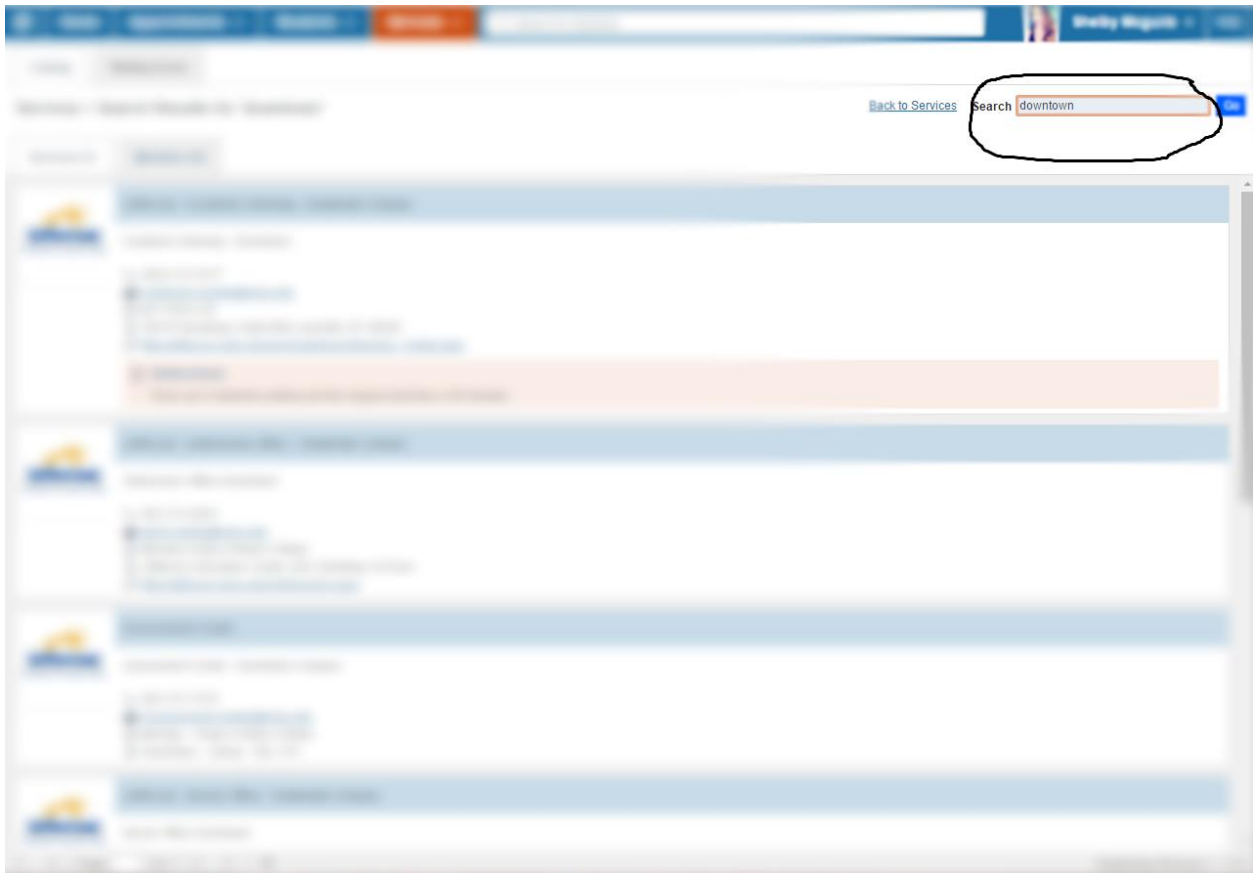
1. Sign in to your Student Self Service & click on My Starfish



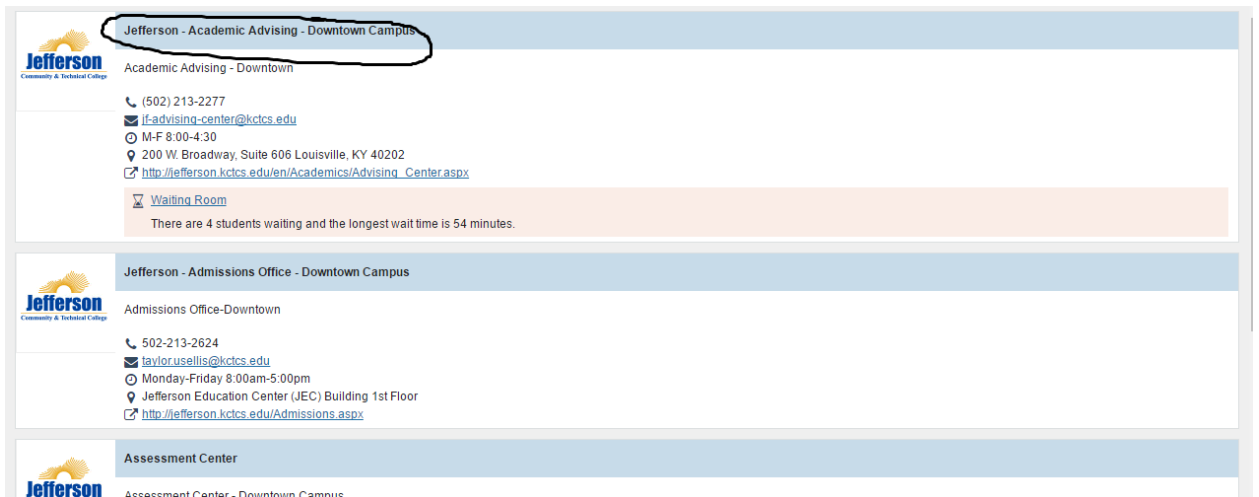
2. Then click on Services at the top



3. In the “search” field, type in Downtown and click “Go”








4. Then click the first option: Jefferson-Academic Advising-Downtown Campus



5. This will pull up our Advising Center with a list of our Master Advisors. Click the Schedule Appointment link next to which ever Advisor you want to set up an appointment with.

Services > Jefferson - Academic Advising - Downtown Campus [Back to Services](#) Search

	<b>COWARD, LATASHIA</b> (Academic Advisor - Assigned, Advisor - General, JFC All Staff, Student) Member of: <a href="#">Jefferson - Academic Advising - Downtown Campus</a>
<b>Contact Info</b> Institution Email: <a href="mailto:latashia.coward@kctcs.edu">latashia.coward@kctcs.edu</a> Phone: 502-213-2460	No schedule available.
	<b>DALEY, AMANDA</b> (Advisor - General, Early Alert Manager, Instructor, JFC All Staff, Ready to Work Coordinator) Member of: <a href="#">Jefferson - Academic Advising - Downtown Campus</a>
<b>Contact Info</b> Institution Email: <a href="mailto:adaley0002@kctcs.edu">adaley0002@kctcs.edu</a> Phone: 502-213-2403	<a href="#">Schedule Appointment</a> <b>Office Hours</b> Office Hours: Mon, Tue, Wed, Thu, Fri 9AM-4PM
	<b>ENGLERT-COPELAND, JENNIFER</b> (Advisor - General, JFC All Staff) Member of: <a href="#">Jefferson - Academic Advising - Downtown Campus</a>
<b>Contact Info</b> Institution Email: <a href="mailto:jennifer.englertcopeland@kctcs.edu">jennifer.englertcopeland@kctcs.edu</a> Phone: 502-213-2300	No schedule available.
<b>General Overview</b> I am the Director of Academic Advising and Assessment. Please contact me if you have questions or concerns regarding Academic Advising or Assessment at Jefferson.	
	<b>GOLDSBY, LUANNE</b> (Academic Advisor - Assigned, Advisor - General, Instructor, JFC All Staff, Personal Counselor) Member of: <a href="#">Jefferson - Academic Advising - Downtown Campus</a>
<b>Contact Info</b> Institution Email: <a href="mailto:luanne.goldsby@kctcs.edu">luanne.goldsby@kctcs.edu</a>	<a href="#">Schedule Appointment</a> <b>Office Hours</b> Office Hours: Mon, Tue, Wed, Thu, Fri 8:30AM-4PM
	<b>GRAY-HUNTER, DENISE</b> (Academic Advisor - Assigned, Advisor - General, JFC All Staff) Member of: <a href="#">Jefferson - Academic Advising - Downtown Campus</a>
<b>Contact Info</b>	<a href="#">Schedule Appointment</a>

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