

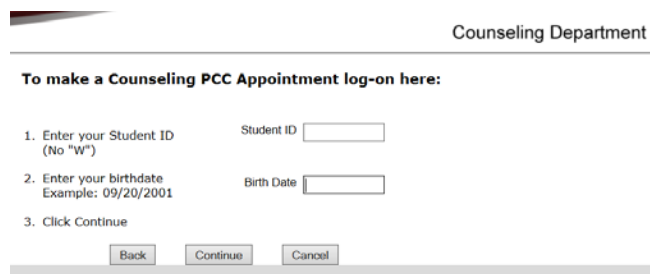
How to cancel or reschedule your counseling appointment via on-line booking system:

Go to: <http://www.lbcc.edu/counseling/>

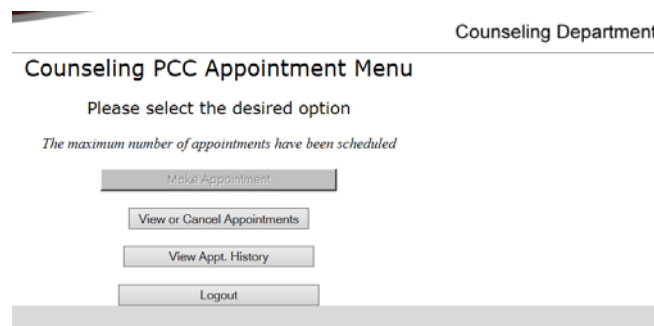
1) Click the link to book your counseling appointment. Choose the campus link that you made your original appointment for.

- [Book or cancel LAC In-Person Appointments](#)
- [Book or cancel PCC In-Person Appointments](#)
- [Book or cancel Online \(web based\) Counseling Appointments](#)

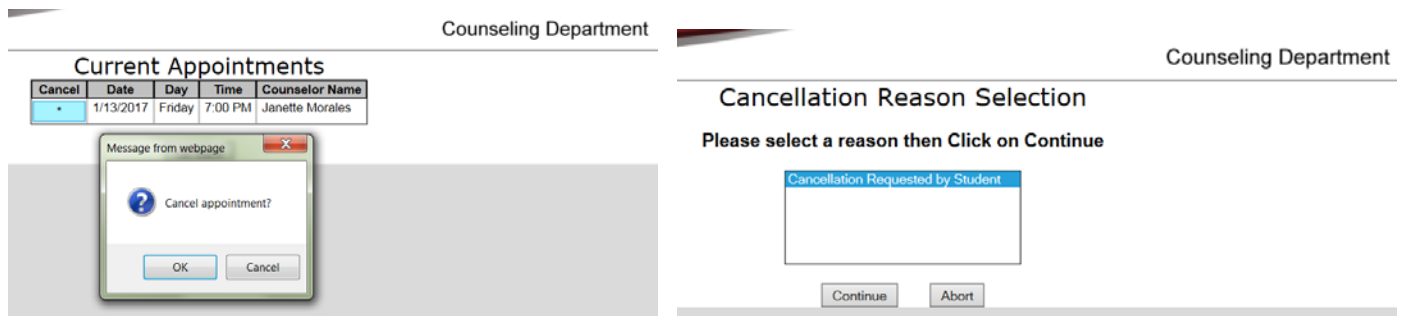
2) Log on with your student ID number and your birth date and then click 'Continue'.



3) From the Counseling Appointment Menu, choose 'View or Cancel Appointments'.



4) Click the Cancel box (*) and then check 'OK'. When the next screen shows up, highlight 'Cancellation requested by Student' and then click 'Continue'



5) Your counseling appointment is then cancelled. You can proceed to make a new appointment if you need to reschedule the appointment to another date.