How to Make an Appointment with CLASS

Logging in

1. Log into Drexel One
2. Click the “Academics” tab
3. In the “Academic Support” section, click “Accudemia”
4. Enter your Drexel One credentials

Scheduling Your Appointment

1. Once you have logged in, select “Appointments,” then select “Create New Appointment”
2. Select one of the locations listed for CLASS
3. Enter your course number or title into search bar (for academic coaching, search “PEER”) and select your course

4. Select the duration of your appointment and which time works best for you

5. On the next screen, click “CONFIRM” in the green box to confirm appointment

Appointment Protocol

1. Students must book appointments at least 24 hours in advance
2. Students may not have more than 5 hours of tutoring or coaching per week
3. Students may not have more than 2 hours of tutoring for the same subject in one day
4. If a student cancels within 4 hours of the appointment, it is considered a no-show
5. If a student misses 3 or more appointments in one term, they will be barred from scheduling any other appointments during the term
6. Students may not have group tutoring with groups of more than 3 students

Have a question? Please call 215-762-8121 or email academicsuccess@drexel.edu