Creating an appointment with MySuccess

Go to [https://myuh.hawaii.edu](https://myuh.hawaii.edu)

Sign in to your account using your UH username and password

Click on the “MySuccess” tile

A new tab will open, click on “My Success Network” on the left-hand side of the navigation panel

Click on the link “Kapiolani CC: Employment Prep Center”

A page will load showing “Service Members;” select “Schedule”

Find an available time slot; to choose, select “Sign Up”

Select a reason from the drop down menu and click “Submit”