

Academic Affairs Manual

Undergraduate Advising Policy (Supersedes PM 90-04 and AA 2006-04)

Purpose

Effective advising is critical for student success, particularly for Freshman students and students on Academic Probation.

Policy

A Freshman Mandatory Advising Hold will be placed upon all Freshman students before they can register for their second and third semesters. These holds will be removed after a Mandatory Advising Session. Holds placed on students with declared majors will be removed by the appropriate college designee. Holds placed on undeclared students will be removed by the University Advisement Center (UAC).

A Probation Hold will be placed on any student who qualifies for Academic Probation as defined in Executive Order 1038 during each semester that he or she is on Academic Probation. Probation holds will be removed by the appropriate college designee.

A STEPS Hold will be placed on any student who qualifies for Academic Probation as defined in Executive Order 1038 during each semester that he or she is on Academic Probation. STEPS (Strategies Towards Educational Progress & Success) workshops will be provided by the University Advisement Center (UAC). STEPS Holds will be removed by the UAC when the student completes the STEPS workshop or STEPS Follow-up workshop during subsequent semesters on Academic Probation.

Approved: Gary W. Reichard

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