Registration Procedures for Students on Academic Probation

1. Clear all holds and/or restrictions by contacting the issuing department. The RNR01/RNR03 restriction will remain while on probation but your Academic Review Counselor will override the hold.

2. Meet with your academic advisor of your major for advisement and complete the Academic Review Advisement Record. Be sure it is signed by an authorized school signer.

3. Request any needed “D” clearances with the department offering the course.

   a. If you are registering for the first time this semester, you will need to complete a “Permit to Register”.
   b. If you are making schedule changes, you will need to complete a “Course Schedule Change Form”.

5. An Academic Review Counselor will review your documents and advise you on your academic status, then sign off on your registration.