Academic Plan to Complete Degree Requirements

Students who are appealing their Satisfactory Academic Progress status for being over the maximum hours required for a certificate or two-year degree program must complete this plan with their Academic Advisor.

*Students must earn at least a 2.0 grade point average (GPA) each semester.

*Students must complete 100% of their registered courses each semester and cannot receive a ‘W’ on their transcript. Grades of ‘E’ or ‘F’ for Failing, ‘W’ for Withdrawals and ‘INC’ for Incompletes are considered failing grades and 0% completion.

* Students must remain in their program of study that was selected upon appeal unless otherwise noted by the advisor.

Name__________________________________________         Student ID # __________________________________

Degree or Certificate: ________________________________________________________________

Credits needed to complete degree/certificate: ___________        Estimated date of graduation:___________

Advisor Notes: ___________________________________________________________________________________
________________________________________________________________________
_______________________________________________________________________________________________

List the courses needed to complete the degree/certificate:

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A student’s academic plan will be reviewed at the end of every semester. A student who fails to meet any of the requirements of their academic plan will be placed on ‘Ineligible’ status, and will no longer be eligible to receive federal/state aid. By signing this plan, the student is agreeing to the conditions outlined in this plan.

________________________  __________________________  __________________
Print Name                      Student’s Signature     Date

________________________  __________________________  __________________
Print Name                      Advisor’s Signature    Date