

### Submitting the Graduate Academic Probation Advisement form

1. Select department and Degree
2. Type Major Professor's Name
3. Select the Academic Year and Semester for which the form is being submitted.
4. Select an answer to the Peer Mentor question
5. List all courses you plan to take in the "prospective courses" field.
6. Explain how you plan to improve your GPA so that you are no longer on warning or probation in the "plan of action" field.
7. Add any additional information in the "discussion" field.
8. If form is submitted correctly, you will see confirmation on the page and receive a confirmation email.
9. Once submitted your form will be sent to both your major professor and graduate coordinator for review and approval. You should discuss your plan of action with your major professor before submitting the form.