

SF State Undergraduate Academic Standing Petition (ASP)

Mandatory advising for probation/subject to disqualification students

PART A: TO BE COMPLETED BY THE STUDENT

- Schedule an appointment with your Major Advisor/College Resource Center, UG Advising Center or EOP Office
- Complete PART A of the petition, bring your unofficial transcript, DPR (Degree Progress Report) and/or ASE (Advanced Standing Evaluation), to your advising appointment
- Attach a copy of the deficit calculator http://www.sfsu.edu/~admisrec/reg/gpa_deficit_calculator.html (if your Department/College requires it)
- Your Advisor will provide you with further instructions

Last Name: _____ First Name: _____ SF State ID#: _____

SF State Email: _____@mail.sfsu.edu Daytime Phone #: _____ (_____)

Explain the problems which caused your SF State & Cumulative All College GPAs to fall below the minimum requirements and what you are doing to improve your academic status?

If you are eligible to attend after the current semester what courses are you planning to register for next semester?

PART B: TO BE COMPLETED BY THE DEPARTMENT ADVISOR OF YOUR MAJOR

Conditions, recommendations and suggested courses for next semester

Major Advisor (Signature)

Major Advisor (Print Name)

SF State Email

Date

By signing, I understand & agree to abide by the conditions listed in this contract.

Note: The ASP form releases the Academic Advising hold on your record and does not guarantee future enrollment.

Student (Signature)

Student (Print Name)

SF State Email (Print Clearly)

Date

PART C: TO BE COMPLETED BY THE DEPARTMENT CHAIR AND COLLEGE DEAN OF YOUR MAJOR (if applicable)

Notes

Dept. Chair (Signature)

Dept. Chair (Print Name)

SF State Email

Date

College Dean (Signature)

College Dean (Print Name)

SF State Email

Date