

PROVISIONAL STUDENT REQUIREMENTS- Master's level programs

In an effort to support you in your first semester in the School of Psychology & Counseling, the faculty admissions committee has admitted you on a provisional basis. The university policy covering this admissions category states that:

- You may only take **three** classes your first term (not including the Library and Writing seminars), and you must complete each class with a grade of “**B**” or better in order to continue in the program.
- After orientation or before the first week of class ends (or during residency, if online) **you must set up a 20-minute meeting with your admissions counselor** to discuss your provisional status and what will be expected of you. During that meeting you will sign this page and it will be placed in your file.
- At the end of the term, you must supply a copy of the **Provisional Student Worksheet** (2nd page) to the Student Services Coordinator. You will be able to register for your second semester of classes at the regular time, but if the form is not completed and turned in by **December 15th** you will be dropped from any second semester courses you registered for. You can obtain a copy of this form on the school website under Forms and Downloads.

In addition to the above, you need to fulfill the following requirements prior to the end of your first term enrolled:

1. Participate in any **two workshops** or training opportunities sponsored by the Center for Student Development. This may include online training opportunities.
2. **Meet with your assigned faculty advisor no fewer than three times** during your first semester. The schedule of meetings should include one visit at the start of your first semester, one at the mid-term, and one just prior to finals at the end of the semester. Remember to schedule these meetings with your advisor in advance and keep your scheduled appointments – do not rely on the ability to drop in during office hours or contact on-line without prior arrangement. These can be by phone if an on-line student.
3. Register for and complete the University **Academic Writing Seminar** during your first semester.

This form acknowledges that I have been admitted on a provisional basis to The School of Psychology & Counseling. By signing below, I further acknowledge that I understand the requirements I must fulfill within my first semester in order to continue in the program to which I have been admitted.

(This form is to be signed during the meeting with your admissions counselor.)

NAME: _____
SIGNATURE: _____
PROGRAM: _____
START TERM: _____

COUNSELOR: Christopher Graham
SIGNATURE: _____
DATE: _____

PROVISIONAL STUDENT WORKSHEET

Return this form to the Student Services Coordinator (CRB 216A) by December 15th.

Student's Name _____ Student ID _____

Advisor's Name _____

The requirements set forth in my provisional admission were completed on the dates indicated below.

Center for Student Development Workshop

Date: _____

Title: _____

Instructor Initials: _____

(or attach course description if online)

Center for Student Development Workshop

Date: _____

Title: _____

Instructor Initials: _____

(or attach course description if online)

Registered for Writing Course: _____ (Counselor's Signature)

Advisor Meetings: Beginning of Term Date: _____ Advisor Initials: _____

Mid-term Date: _____ Advisor Initials: _____

End of Term Date: _____ Advisor Initials: _____

Academic Progress

Note: Student is to take this form to each professor for signatures and bring it with them to the final meeting with their academic advisor.

Course(s) currently enrolled in:

Course No. Course Name Professor's Signature Projected Grade Date

Course No. Course Name Professor's Signature Projected Grade Date

Course No. Course Name Professor's Signature Projected Grade Date

BELOW COMPLETED BY THE ADVISOR

Recommend For Registration: yes _____ no _____

Advisor's Signature