

# Probationary Course Plan Form

Students who are on academic probation, must complete and submit a course plan for their probationary year and this form must be approved and signed by their Academic Advisor or Undergraduate Chair in their program and then submitted to the Faculty Office (Beamish-Munro Hall, RM 300 or [shanes@queensu.ca](mailto:shanes@queensu.ca)) within the first week of classes in September during their probationary year. This is a required condition of their probation and students will be expected to follow the course plan. Course plans will be reviewed as part of the student assessment process at the end of the Fall and Winter terms.

**IMPORTANT:** When preparing your Probationary Course Plan, please be advised that students on academic probation must pass all F/FR core courses from that are prerequisites for the program. You may also be required to retake core courses for which you received a D or lower, at the discretion of your Academic Advisor or Undergraduate chair. If these courses are not offered/or otherwise unavailable this coming year, or if they conflict with each other according to timetabling, or if an Academic Plan change has occurred, the program Chair/Advisor can suggest equivalent alternative course(s).

## Student Information:

<b>First Name</b>	<b>Last Name</b>	<b>Student ID:</b>
<b>Queen's Email</b>	<b>Academic Plan</b>	<b>Sub-plan</b>
<b>Academic Level</b>	<b>Signature</b>	<b>Date</b>

## Fall term 20\_\_

Course Code/Number	Course Name	Course Credits	Repeat Course (Y/N)

## Winter 20\_\_

Course Code/Number	Course Name	Course Credits	Repeat Course (Y/N)

**Advisor/Undergraduate Chair Approval:**

I have reviewed and approve the above course plan for this student. Yes    No

UGRD Chair/Advisor Name (Please print)	Signature:	Date: