

SFSU Undergraduate Academic Standing Petition (ASP)

Last Name: _____ First Name: _____ SFSU ID#: _____
 SFSU Email: _____ Daytime Phone: _____

Print a copy of this petition, attach a copy of your completed [GPA CALCULATOR](#), [UNOFFICIAL TRANSCRIPT](#), [DARS](#) and/or ASE. Use your unofficial transcript and GPA Calculator to fill in the blanks below:

ALL COLLEGE GPA	SFSU GPA	
- UA - - UE - - GP -	- UA - - UE - - GP -	YOUR "NEW GPA" PLAN
<input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/> <input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 150px; height: 20px;" type="text"/>

Part A: TO BE COMPLETED BY STUDENT

(Students are responsible for recording the conditions and notes in the petition)

1. Explain the problems which caused your SFSU GPA to fall below the minimum requirements. Attach an SFSU unofficial transcript, courses in progress and any supporting documents.

2. What are you doing to improve your academic status?

3. If you are allowed to register, what courses do you plan to enroll in for the upcoming semester?

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

1. Courses and alternates approved for the following semester: _____

2. Conditions: _____

Student's Signature (By signing, I understand and agree to abide by the conditions listed in this contract.)

Date

units recommended

Advisor's Signature & Printed Name

Date

Recommended # of units (Box below must be filled out & approved)

Part C: TO BE COMPLETED BY THE DEPARTMENT CHAIR OF YOUR MAJOR

Clear to register
 Reinstatement NOT recommended
 Spring Semester
 Fall Semester

Note: _____

Department Chair's Signature & Printed Name

Extension

Date

Part D: TO BE COMPLETED BY THE COLLEGE DEAN OF YOUR MAJOR

Student has been advised and is CLEARED to register for the following semester:

Spring (c) Fall (c)

Reinstatement NOT recommended. Disqualify student for the following semester:

Spring (d) Fall (d)

Note: _____

College Dean's Signature

Print Name

Date

Link to GPA Calculator and Academic Standing Petition
<http://www.sfsu.edu/~admisrec/reg/probation.html>

~For Department use only~

Mandatory Advising, Probation and Subject to Disqualification students are allowed to register for a maximum of 13 units during the Spring and Fall semesters. Any exceptions for more or less than 13 units must have the assigned unit value and approval by an authorized department administrator.

IMPORTANT: Students who are approved to enroll in less than 12 units should consult with Fin Aid, Office of Intl. Programs, Athletics, Housing, etc. (if applicable).

Units Approved

Fall _____
 Spring _____

Authorized Signature for unit change
*****MANDATORY*****