

Graduate College Low Grade and Time Limit Holds

Lifting Low Grade Holds

1. Work with your adviser to develop a plan to raise your GPA to 3.00 or higher, maintain only courses with grades of A or B on your Program of Study (a maximum of 2 C grades is allowed for a Master's Degree and one C for a Certificate), and eliminate low grades from your transcript.
2. You and your advisor must send the plan to the Associate Dean of the Graduate College and to the department chair. Once the Associate Dean has received the plan and if the department is in agreement, the Graduate College will lift the low grade hold on your account and allow you to register. Please note that you may be required to restrict your semester unit load until your GPA is above 3.00 and you are consistently earning As and Bs. Earning addition grades of C or lower may result in your being discontinued as a graduate student.

Lifting Time Limit Holds

1. Obtain the Petition to Extend the Time Limit Master's or Doctoral Degree from the Forms page of the Graduate College website and fill it out according to the instructions.
 - a. [Extension of Time Limit \(master's degree\), Petition for](#)
 - b. [Extension of Time Limit \(doctoral degree\), Petition for](#)
2. Your advisor will indicate whether she or he recommends the petition be approved, sign it, and send it to the department chair.
3. The chair will indicate whether she or he recommends approval, sign it, and send it to the Associate Dean of the Graduate College.
4. The Associate Dean will review the petition and you will be notified whether it was approved. If the petition is approved, the hold will be lifted.