



University of Victoria
Undergraduate Admissions and Records
P.O. Box 3025, Stn CSC, Victoria, B.C., V8W 3P2
Phone (250)721-8135, Fax (250)721-6225

(Do not issue after Summer - For Winter Session only)

Date
Student No.

Sample Letter 8: Possible problems

Dear

FACULTY

The following information is being provided in response to students' requests for an advance explanation of the possible effects upon registration/standing in a future session after having received "Standing Withheld" status in the Winter Session (WS). If you are registered in Summer Studies (SS) or are authorized for SS and plan to register, please read this letter carefully. **IF YOU ARE NOT REGISTERED/DO NOT PLAN TO REGISTER IN SUMMER STUDIES, PLEASE DISREGARD THIS LETTER.**

As a result of your "Standing Withheld" status in the latest WS and because your projected gpa is below 2.00 in that session, any SS authorization/registration you undertake will be deemed to be 'on probation' for the purposes of authorization/registration for a future session(s). As such is the case, you should pay particular attention to your summer course load and your performance in both your deferred course(s) and SS course work.

EXAMPLE ONLY

If you registered in Summer Studies following the assignment of "Standing Withheld" status in the latest Winter Session and your final standing which was previously withheld, is determined to be below 2.00, you would need to obtain a gpa of 2.00 or more in your Summer Studies courses in order to qualify for registration/attendance in the upcoming Winter Session. If your final standing from both the latest Winter Session and Summer Studies are both below 2.00, you would be required to withdraw and would be ineligible for attendance in the upcoming Winter Session. If you had registered in the upcoming Winter Session you would not be eligible to attend. You would be required to withdraw/drop all of your courses via TelReg/WebReg without delay.

Please note that your "Standing Withheld" status must be cleared by August 25th in order to determine your eligibility to attend the upcoming WS.

Although it may be very unlikely that the situation detailed above will apply to you, this letter has been sent in the interest of providing all students with equal information. If you require any clarification of this information, please call (Insert appropriate Faculty number 721-8135/721-8134/721-6536).

Best wishes to you in your deferred course work and any Summer Studies you undertake.

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