

# ADVISOR CLEARANCE FOR STUDENTS TO REGISTER THEMSELVES

A hold will be placed in Banner for students who are required to meet with their advisors.

For registration, holds will be placed on three general groups: students with less than 30 overall earned hours, students with overall earned hours over 85, and students who are graduating. Deans and Chairs may choose to add other groups specific to their school or major.

Learning Support students will continue to register with their advisor.

This is what the student will see on RAIN.

Student will see their advisor and discusses education plans to achieve career goals. The Advisement Hold Release form is submitted to Administrative Assistant by a method determined by the dean of the school. The Administrative Assistant will then change the hold on the **SOAHOLD** form in Banner.

Oracle Developer Forms Runtime - Web: Open > SOAHOLD

File Edit Options Block Item Record Query Tools Help

Hold Information SOAHOLD 8.2 (PRODBX)

ID:

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**Hold Details**

<b>Hold Type:</b>	AV <input type="text"/> Advisement Necessary	<b>Reason:</b>	<input type="text"/>	<input type="checkbox"/> <b>Release Indicator</b>	<input type="text"/>
<b>Amount:</b>	<input type="text"/>	<b>From:</b>	23-AUG-2010 <input type="text"/>	<b>To:</b>	31-DEC-2099 <input type="text"/>
				<b>Origination Code:</b>	<input type="text"/>
<b>Hold Type:</b>	<input type="text"/>	<b>Reason:</b>	<input type="text"/>	<input type="checkbox"/> <b>Release Indicator</b>	<input type="text"/>
<b>Amount:</b>	<input type="text"/>	<b>From:</b>	<input type="text"/>	<b>To:</b>	<input type="text"/>
				<b>Origination Code:</b>	<input type="text"/>

date to the current date (date you receive the hold release form). This will end the hold and the student can register online.

*This form is available on the Faculty Forms webpage.*

# **GEORGIA SOUTHWESTERN STATE UNIVERSITY**

## **ADVISEMENT HOLD RELEASE**

Student Name: \_\_\_\_\_

gswID: \_\_\_\_\_

To: Administrative Assistant

The student named above has completed advisement and is cleared to register for classes this semester. Please release the hold in Banner.

\_\_\_\_\_  
Advisor

\_\_\_\_\_  
Date