



## Plan of Study Request

Requests are completed in the order they are received.

Please allow 7 to 10 business days for processing.

Date: \_\_\_\_\_

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

Student ID #: \_\_\_\_\_

Major: \_\_\_\_\_ Minor (if applicable): \_\_\_\_\_

### Contact Information:

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Other: \_\_\_\_\_

### Type of Plan of Study needed (please circle one):

Financial Aid Satisfactory Academic Appeal or Financial Aid Plan of Study Non-Appeal or Other: \_\_\_\_\_

### If you circled Financial Aid Satisfactory Academic Appeal, do you need to appeal because (please circle one):

You have attempted too many credits or You did not successfully complete the 67% of attempted classes  
(i.e. you have received a lot of W and F grades)

**IMPORTANT NOTE:** If you need a Financial Aid Plan of Study and you're not sure what type of appeal you need, please confirm with Financial Aid (406-657-2188) before submitting this form.

Do you plan to be a part-time student or a full-time student? \_\_\_\_\_

How many credits do you plan to take each semester? \_\_\_\_\_

If available, would you like to take online course(s) (please circle one)? Yes or No

If yes, which would you prefer? All online (if available) or Some online classes

Do you plan to take summer courses (please circle one)? Yes or No

If so, how many courses do you want to take in the summer? \_\_\_\_\_

It is important for you to understand your academic plan. Have you visited with an advisor about your academic standing, degree program, graduation date, etc (please circle one)? Yes or No

Your plan of study will be prepared in Degree Works. Once an advisor has completed your plan of study, per your information indicated above, you will be notified that it is finished. It is then your responsibility to print and sign your plan and submit it, along with any additional documents (if needed), to the appropriate department or agency. How do you want to receive notification that your plan of study is finished?

Email \_\_\_\_\_ Phone \_\_\_\_\_