

Please complete the Graduate Academic Progress (GAP) Plan, including all signatures, and submit it as one PDF document to [graduatestudies@niu.edu](mailto:graduatestudies@niu.edu).

- A GAP Plan is developed when a program desires to retain a student who is not meeting University standards and is at risk for dismissal, or to reinstate a student who was just dismissed back into the program.
- A GAP Plan is an agreement between the student, the program, and the College of Graduate Studies and Research to retain or reinstate the student, with the conditions being prescribed by both the College of Graduate Studies and the program. If the student fails to meet any of the terms outlined in the plan, the student will be dismissed from the graduate program with no opportunity to appeal.
- Programs are not obligated to submit GAP Plans if in their best judgment the student should not be retained or reinstated to the program.
- If the student was dismissed, a GAP Plan must be submitted by the end of the first official day of classes of the subsequent semester and approved before the end of the Registration Add/Drop period in order for the student to continue in that semester. All other dismissed students must reapply to be readmitted into the program.
- Once a GAP Plan is approved, the student may enroll in graduate courses. If allowed by the plan, any breaks in continuous enrollment (non-enrollment for 3 consecutive terms) after the plan is approved will require the student to reapply and be readmitted into the program.
- A final copy of the approved GAP Plan will be sent to the student, the program advisor, and included in the student's official records.



**Conditions Required By the Graduate Program**

The following courses must be successfully completed by the end of term of the plan:

Include any additional conditions of the plan in bulleted form below

**Signatures**

By signing below, we agree to the terms of Graduate Academic Progress Plan. It is understood that if the student is unable to meet all of the conditions specified above, then the student will be dismissed from the graduate program without opportunity to appeal. This plan is not effective until signed by the student, the Graduate Advisors, and the College of Graduate Studies and Research.

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

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

Graduate Advisor: \_\_\_\_\_

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

College of Graduate Studies: \_\_\_\_\_

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