How does a student revise an approved plan of study (POS)?

Please Note: Students who have an approved paper POS on file must use the paper revision form (Form 9) to modify their POS.

The student / initiator needs to:

- Log in to his/her MyPOS account on MyFAU's Graduate College tab.
- Click the blue “Create Revision” button in the left menu.
- Follow the prompts to add, delete, or modify coursework. Review all petition items that get flagged during the compliance check.
  - For petition items that were already previously cleared, the student may select “Bypass Petition”.
  - For any new petition items, students must fill out the justification text box.

How will I know when I have a POS revision awaiting my evaluation?

- When you log into your MyPOS account on MyFAU’s Graduate College tab, click on “My Pending Evaluations” in the left menu.
  - You will see a table of items awaiting your evaluation.
- Revisions will have a green check mark in the “Revision” column.
- Click on student name to access the revision.
How can I tell what has been revised on the POS?

- A summary box will appear at the top of the revised POS.
- There are three categories of changes:
  - Added items will appear in green font.
  - Deleted items will appear in red font.
  - Modified items will appear with old language in red font and new language in green font.
How will petition items be handled on the revised POS?

- If a compliance issue was previously flagged, petitioned, and approved on the original POS, the student has the option to select “Bypass”.
- In these cases, “Petition Bypassed” will appear in a white bar below the compliance issue. These items require no action on your part.

Your program may have more stringent rules. Petition may be required.

The following do not fulfill degree requirements.
- MAP 4290 Queueing Theory (course level must be 5000 or higher)

Eric Miller (Student) 6/27/2014
- Petition Bypassed -

Previous

Eric Miller (Student) 6/26/2014
I was notified that you are allowed one class under the 5000 level to be counted towards my degree, and I would like for this class to be my choice.

Approved by Michael Jones (Student, Academic Unit, Graduate College) 6/26/2014

- If a new compliance issue is flagged, the student will be prompted to enter a justification in the text box. These items will require you to “Approve” or “Disapprove” them.

Credit Recency Petition Required [-]

One or more courses in this Plan of Study does not meet the credit recency requirement. Below are the list of courses which do not meet this criteria.

The following do not fulfill degree requirements.
- COT 6030 Programming Languages (credit recency must be 10 years or less)

Eric Miller (Student) 6/27/2014
I was young and foolish back then.

Approved by Michael Jones (Academic Unit) 6/27/2014

As a final step, you will be required to “Approve” or “Disapprove” the revised POS in its entirety.