

# PLAN OF STUDY SUBMISSION

## Departmental Action

Student completes departmental form to initiate Plan of Study (POS) and designate committee members (selected by the student or assigned by the department)

All committee members sign the form

Graduate Coordinator enters form into Banner in SZAGPLN; see SZAGREV for original entries and POS returned for correction

Graduate Program Director approves POS in Banner in SZAGAPR

## Graduate School Action

Graduate School reviews POS

Is there a need for correction?

Yes

No

Graduate School approves POS

Approved POS is visible to student in Hokie SPA