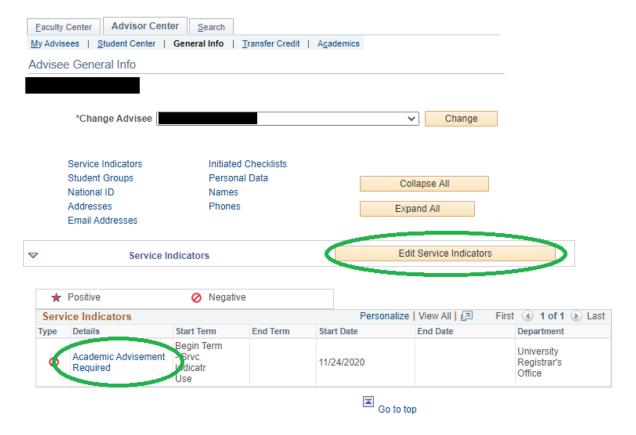
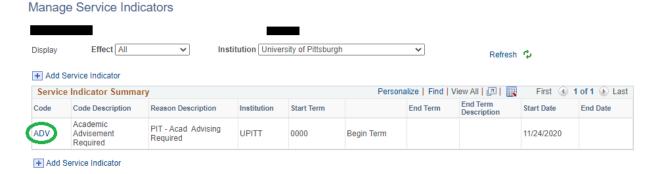
Lifting a Student's Advising Hold (ADV)

- Access the student's record in PeopleSoft Classic through Advisee Student Center or Advisee General Info from Advisor Center
- 2. If you are not already landing on the General Info tab, select the General Info tab
- 3. If the student has an Advising Hold, it will appear under the Service Indicators section
- 4. To proceed with lifting the hold, click the or the "Edit Service Indicators" button or "Academic Advisement Required" link under Details to open the Manage Service Indicators page



5. On the Manage Service Indicators page, click the "ADV" code link to open the Edit Service Indicator page



- 6. On the Edit Service Indicator page, click the "Release" button and confirm the release.
 - a. If you do not see the release option, it is likely the case that you do not have access to release advising holds at this time. If you believe you should have access and do not, contact your departmental administrator to request a change to your PeopleSoft access.