

UWI-ROYTEC HOLDS

HOLD CODE	HOLD DESCRIPTION	ASSIGNED BY	REASON	REMOVED BY	RESTRICTED ON BANNER
AH	Academic Advising Hold	Academic Services	<p>This hold is placed on the accounts of students who have reached a probation status of Probation Third Term (P3). It requires that they seek advisement from the Academic Services Department. Once advisement has been sought, the department will remove the hold.</p> <p>Contact academicservices@roytec.edu for more information</p>	Academic Services	Registration
AR	Accounts Receivable Hold	Finance & Accounting	<p>This hold is placed on the accounts of students who have outstanding payments to the institution</p> <p>Contact bursar@roytec.edu for more information</p>	Finance & Accounting	Registration, Graduation, Viewing Grades
DA	Developmental Advising Hold	Student Services	<p>This hold is placed on the accounts of students who have been identified for developmental advising based on current academic and personal standing</p> <p>Contact studentservices@roytec.edu for more information</p>	Student Services	Registration
EH	E-GATE ID Hold	Registry Services	<p>This hold is placed on the accounts of new students who will be seeking funding for tuition from the GATE programme and have not submitted their E-GATE ID to Admissions</p> <p>Contact admissions@roytec.edu for more information</p>	Registry Services (Admissions)	Registration
GH	GATE Issue Hold	GATE Unit	<p>This hold is placed on students who have issues with their GATE funding applications</p> <p>Contact gateaffairs@roytec.edu for more information</p>	GATE Unit	Registration, Graduation
IB	Institution Block	Banner Administrator	Placed by the Banner Administrator as instructed by the Executive Director to block all access to UWI-ROYTEC systems for a student who has shown blatant disregard for the institution's core values, vision and mission	N/A	Everything
LF	Library Fine Hold	Library Services	<p>This hold is placed on the accounts of students who have outstanding payments for services rendered by the Unit</p> <p>Contact library@roytec.edu for more information</p>	Library Services	Viewing of Grades
RH	Registration Hold	Registry Services	<p>This hold is placed on the accounts of the students who are required to pay registration fees are due for the upcoming term. Example for the May-August term, May cohorts as well as any student who is returning outside of their cohort will be required to pay the relevant registration fee.</p> <p><i>Cohort refers to the term in which you started your programme at the institution. Example, students who began their programme in the September to December term will be part of the September cohort</i></p> <p>Contact registryservices@roytec.edu for more information</p>	Registry Services (All Staff)	Registration

UWI-ROYTEC HOLDS

TH	Tuition Required Hold	Registry Services	<p>This hold is placed on the accounts of students who are required to pay tuition depending on their GATE status , are enrolled in a self-financing programme or they do not meet requirements to receive funding</p> <p>Contact registryservices@roytec.edu for more information</p>	Registry Services (All Staff)	Registration
CH	Class Selection Restriction Hold	Registry Services	<p>This hold is placed on the accounts of students who have failed a course 3 times</p> <p>Contact registrar@roytec.edu for more information</p>	Registry Services (Registrar)	Registration
OR	Outstanding Registers Hold	Registry Services	<p>This hold is placed on the accounts of students who have not signed registers for classes attended</p>	Registry Services (Record)	Viewing of Grades
S3	Student Success Suite Hold	Student Services	<p>This hold is placed on the accounts of students who are required to complete the Student Success Suite questionnaire and have not completed</p> <p>Contact studentservices@roytec.edu for more information</p>	Student Services (All Staff)	Viewing of Grades, Registration