



# Student Holds

In some scenarios, holds are applied to a student or applicant's account that may prevent registration, graduation, and/or the release of transcripts. To resolve any hold issues, please contact the appropriate department as listed below.

## Student Holds

Hold Type	Hold Code	Explanation	Processes Affected	Who to Contact
<b>Academic Bridging</b>	<b>AB</b>	Outstanding textbooks/materials	<ul style="list-style-type: none"> <li>Registration</li> <li>Transcripts</li> <li>Grades</li> </ul>	Academic Bridging (416) 415-5000 ext. 2427
<b>Accounts Receivable</b>	<b>AR</b>	Non-payment of tuition fees including NSF cheques and declined Credit Cards for any dollar amount	<ul style="list-style-type: none"> <li>Registration</li> <li>Transcripts</li> <li>Grades</li> </ul>	Astier Ghebrehiwot <a href="mailto:aghebreh@georgebrown.ca">aghebreh@georgebrown.ca</a> (416) 415-5000 ext. 4408
<b>Advising Hold</b>	<b>AD</b>	Student must seek academic advising before continuing in his/her program	<ul style="list-style-type: none"> <li>Registration</li> </ul>	Please contact your <a href="#">Academic Department</a> .
<b>Assessment Fee</b>	<b>TF</b>	Outstanding Assessment Test Fee as a result of NSF cheques and declined Credit Cards	<ul style="list-style-type: none"> <li>Registration</li> <li>Transcripts</li> <li>Grades</li> </ul>	<a href="#">Assessment Centre</a> 416-415-5000 ext. 4565 <a href="mailto:gbctest@georgebrown.ca">gbctest@georgebrown.ca</a>
<b>Bad Address</b>	<b>BA</b>	Student address is incorrect, resulting in college correspondence relevant to the student to be returned to the College.	<ul style="list-style-type: none"> <li>Grades</li> </ul>	Please update your mailing address immediately by logging into <a href="#">STU-VIEW</a> , or by contacting the <a href="#">Student Service Centre</a> or <a href="#">Contact Centre</a> .

Hold Type	Hold Code	Explanation	Processes Affected	Who to Contact
<b>Disability Services – Equipment Not Returned</b>	<b>DS</b>	Student did not return equipment loaned to them by the Accessible Learning Services office.	<ul style="list-style-type: none"> <li>• Registration</li> <li>• Transcripts</li> <li>• Grades</li> </ul>	<p>Please contact <a href="#">Accessible Learning Services</a> at your campus:</p> <p><b>St. James, Waterfront, or Ryerson Campuses:</b>  Vicky Chan  <a href="mailto:Vicky.Chan2@georgebrown.ca">Vicky.Chan2@georgebrown.ca</a>  (416) 415-5000 ext. 3392</p> <p><b>Casa Loma Campus:</b>  Jorge Pereira  <a href="mailto:jpereira@georgebrown.ca">jpereira@georgebrown.ca</a>  (416) 415-5000 ext. 2968</p>
<b>Divisional Hold</b>	<b>AC</b>	Students unable to proceed in programme of study due to academic failures	<ul style="list-style-type: none"> <li>• Registration</li> </ul>	Please contact your <a href="#">Academic Department</a> .
<b>Fees Outstanding - W/O</b>	<b>WO</b>	Non-payment of tuition fees including NSF cheques and declined Credit Cards for any dollar amount	<ul style="list-style-type: none"> <li>• Registration</li> <li>• Transcripts</li> <li>• Grades</li> <li>• Graduation</li> </ul>	Astier Ghebrehiwot <a href="mailto:aghebreh@georgebrown.ca">aghebreh@georgebrown.ca</a> (416) 415-5000 ext. 4408
<b>Library Fine</b>	<b>LF</b>	Outstanding library fines	<ul style="list-style-type: none"> <li>• Transcripts</li> <li>• Grades</li> <li>• Graduation</li> </ul>	<p>Please contact the <a href="#">Library Learning Commons</a>:</p> <p>Ciaran Megahey  <a href="mailto:cmegahey@georgebrown.ca">cmegahey@georgebrown.ca</a></p> <p>Robert Marshall  <a href="mailto:rmarshal@georgebrown.ca">rmarshal@georgebrown.ca</a></p>
<b>Not Eligible to Graduate</b>	<b>NE</b>	Student did not meet the academic requirements to graduate.	<ul style="list-style-type: none"> <li>• Graduation</li> </ul>	Please contact your <a href="#">Academic Department</a> .

Hold Type	Hold Code	Explanation	Processes Affected	Who to Contact
<b>Probationary Hold</b>	<b>RP</b>	This Academic Probationary hold is applied to the following: <ul style="list-style-type: none"> <li>• Students re-admitted to a program after failing</li> <li>• Students transferring from another program after failing</li> <li>• Students whose GPA is less than 1.70</li> <li>• Students missing required course(s)</li> </ul>	Not applicable	Please contact your <a href="#">Academic Department</a> .
<b>Registrar's Hold</b>	<b>RE</b>	Applied to students who have for academic or non-academic reasons been removed from the College and may not continue without permission.	<ul style="list-style-type: none"> <li>• Registration</li> <li>• Transcripts</li> <li>• Grades</li> </ul>	The Office of the Registrar (416) 415-5000 ext. 4807 <a href="mailto:Registration@georgebrown.ca">Registration@georgebrown.ca</a>
<b>Residence Fees Outstanding</b>	<b>FR</b>	Non-payment of residence fees as per signed Student Residence Agreement.	<ul style="list-style-type: none"> <li>• Transcripts</li> <li>• Grades</li> <li>• Graduation</li> </ul>	The George - Student Residence: <a href="mailto:info@GeorgeBrownResidence.ca">info@GeorgeBrownResidence.ca</a> (416) 761-8000
<b>Security Hold</b>	<b>SE</b>	Hold applied to student's account for security reasons.	<ul style="list-style-type: none"> <li>• Registration</li> </ul>	Please contact the <a href="#">Security Office</a> at your campus.
<b>Special Timetables</b>	<b>ST</b>	Student is required to meet with their academic department before continuing to register.	<ul style="list-style-type: none"> <li>• Registration</li> </ul>	Please contact your <a href="#">Academic Department</a> .
<b>Transfer to Collections</b>	<b>CT</b>	Student's tuition account has been transferred to a Collection Agency.	<ul style="list-style-type: none"> <li>• Registration</li> <li>• Transcripts</li> <li>• Grades</li> <li>• Graduation</li> </ul>	Astier Ghebrehiwot <a href="mailto:aghebreh@georgebrown.ca">aghebreh@georgebrown.ca</a> (416) 415-5000 ext. 4408

## Applicant Holds

Hold Type	Hold Code	Explanation	Processes Affected	Who to Contact
<b>Acceptance Expired, No Payment</b>	<b>DA</b>	Student's acceptance has expired due to non-payment of initial tuition deposit.	<ul style="list-style-type: none"><li>• Registration</li></ul>	Please contact the <a href="#">Admissions</a> office.
<b>Revoked Application</b>	<b>RV</b>	This hold is applied to students whose Conditional Offers of Admission have been revoked due to missing information and/or requirements.	<ul style="list-style-type: none"><li>• Registration</li></ul>	Please contact the <a href="#">Admissions</a> office.
<b>Second Career – Proof of Funding</b>	<b>SC</b>	This hold is applied to Second Career students who have not provided proof of funding.	<ul style="list-style-type: none"><li>• Registration</li></ul>	Please contact the <a href="#">Admissions</a> office.