

Guidelines for Probation students regarding academic Probation counseling sessions FALL 2026-27 (LAW & PHARMACY)

Academic Probation Counseling Begins: **August 12, 2026**

Dear Probation Students,

You have been assigned an academic counselor to support your progress for **FALL 2026-27**. Please read the following instructions carefully and take the necessary actions without delay. Your regular attendance is **mandatory**.

1. Find & Contact Your Counselor

- **View the Counselor List** (check the attached file)
 - **Check your portal** for your counselor's name, email, and office hours.
-

2. Schedule Your Sessions

- **When:** Once weekly, Counseling Begins: **August 12, 2026**
 - **Mode:** Online **or** In-person (Contact counselor)
 - **Reminder:** You and your counselor will receive a portal notification **24 hours before** each session.
-

3. What to Bring & Share

- **Weekly Performance Update:** Grades, attendance, any missed classes (e.g., due to illness)
 - **Questions/Concerns:** Get ready to discuss any issues and how to move forward.
-

4. If Your Counselor Is Unavailable

- Notify your department head/concern immediately.
- If unavailability continues for **more than one week**, email the Office of Probation.

5. Exam Clearance Requirements

Exam	Counseling Sessions	Parental Agreement (PAF)
Mid-Term	4 sessions	Must meet in-person for PAF signing (Deadline: SEP 10, 2026)
Final-Term	5 sessions	Not Required

Note: Students must contact the Probation Office for local guardian matters.

6. Need Help?

 **Office of Probation**

 **Annex-09**

 probation@aiub.edu

 **+8801844115008**

Counseling is here to support you. Make the most of it!