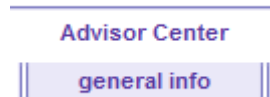


How to Release an Advisee's Hold

1. Log in to Campus Connection.
2. Go to Self Service>Advisor Center>My Advisees
3. Click [View Student Details](#) next to the student from which you wish to remove the hold.



4. Choose the [edit service indicators](#) tab at the top.
5. Click the [edit service indicators](#) button.
6. Choose the hold to remove by clicking the link under the code column

Display: Effect Institution Refresh 

[+ Add Service Indicator](#)

Service Indicator Summary							
Code	Code Description	Reason Description	Institution	Start Term Description	End Term Description	Start Date	End Date
ADV	Advisor Hold	Prevents all Enrollment	MISU1	2012 Fall		10/10/2012	

[+ Add Service Indicator](#)

7. Click the release button

[Release](#)

*Institution: Minot State University

*Service Indicator Code: Advisor Hold

*Service Ind Reason Code: Prevents all Enrollment

Description:

Effect:

8. Click the OK button

Are you sure you want to release this Service Indicator?

[OK](#) [Cancel](#)