



2020-2021

SATISFACTORY ACADEMIC PROGRESS STUDENT EDUCATIONAL PLAN (SEP) ADJUSTMENT REQUEST

Last Name	First Name	Middle Initial	LACCD Student ID

Students who have an approved financial aid Extension Petition are only eligible to receive financial aid for classes that were listed on the Student Educational Plan (SEP) submitted with their petition and approved by the Financial Aid Office. **Changes or adjustments must be approved by an academic counselor.** Counselors may use this form either to delete and replace a course on the student's list of approved courses or to correct an error on the list of courses. If the addition of courses increases the total number of units in the student's SEP, this may change the conditions under which the petition was approved and the student may be required to submit a new extension petition.

Students must **successfully** complete all attempted courses to remain eligible for financial aid. Grades of **F, W, EW, INC, NP, or NCR** may result in the loss of financial aid eligibility.

DEADLINES: **Fall 2020:** November 20, 2020 | **Winter 2021:** January 29, 2021
Spring 2021: May 7, 2021 | **Summer 2021:** August 6, 2021

Course to be deleted from Course List:		Course to be added to Course List:	
Course & Number	# Units	Course & Number	# Units

Reason for change:

Counselor Name	Counselor Signature	Date

FOR FINANCIAL AID OFFICE USE			
Approved: YES NO	DATA ENTRY: <input type="checkbox"/> update FA Ed Plan	FOLLOWUP: <input type="checkbox"/> create student	
FAA: _____	<input type="checkbox"/> note RE review	<input type="checkbox"/> FA Ed Plan printout	
Date: _____	<input type="checkbox"/> XLS (repkg)	<input type="checkbox"/> email student	

SSN