

Student Name _____

Email _____

SUID _____

Telephone _____

To apply for scholarship consideration beyond twelve quarters of enrollment, including enrollment at other institutions, students must submit an academic plan to the Financial Aid Office in addition to all standard financial aid application requirements.

- Students may be considered for scholarship funds beyond twelve quarters only if enrollment is essential to complete the minimum requirements for the first baccalaureate degree and major, due to academic or personal difficulties.
- Students who choose to enroll for additional quarters in pursuit of an honors program, a coterminal program, minor, second major, second degree, B.A.S. degree, or retaking classes for which a grade has already been received are not eligible for University scholarship consideration, but may apply for loans, job eligibility, or federal grants.

1) Provide your academic plan, in detail, in the worksheet below. For each quarter, list your anticipated courses, including course number, units, and reason for each course, e.g., major, General Education Requirement (GER), etc. Students must enroll in a minimum of eight units to be eligible for financial aid, including loans. Your academic advisor and UAR must review and sign this form to approve that this plan completes your degree requirements in the most expeditious manner. For UAR appointments, please call (650) 723-2426.

| Quarter _____ | Year _____ | | | |
|-------------------------|------------|------------------|----------------|-----------------|
| Course # (e.g. Art 142) | # of Units | Major Rqmt (Y/N) | GER/WAYS (Y/N) | Other (explain) |
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| Quarter _____ | Year _____ | | | |
|-------------------------|------------|------------------|----------------|-----------------|
| Course # (e.g. Art 142) | # of Units | Major Rqmt (Y/N) | GER/WAYS (Y/N) | Other (explain) |
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| Quarter _____ | Year _____ | | | |
|-------------------------|------------|------------------|----------------|-----------------|
| Course # (e.g. Art 142) | # of Units | Major Rqmt (Y/N) | GER/WAYS (Y/N) | Other (explain) |
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- At the end of which quarter do you plan to graduate from your undergraduate degree? Quarter/Year _____
- Have you enrolled in or will you enroll in a coterminal degree program? Yes No

2) Explain the extenuating circumstances that precluded the completion of your degree within twelve quarters. Attach a separate letter to this form if additional space is needed.

3) Complete all standard financial aid application requirements. Students requesting aid for additional quarters that complete all requirements by the priority deadline will receive an award letter notification during the summer. Students eligible for extended assistance are generally offered a higher level of self-help (job and/or loan) in their financial aid package.

4) Student Certification: *I certify I have carefully reviewed my major requirements and general degree requirements, and this course schedule represents my current plan for completing the requirements in the most expeditious manner.*

- I understand I must notify the Financial Aid Office if my course plans change.*
- I understand if my plan changes after obtaining one of the signatures below, I will provide an updated version of my plan to all interested parties.*
- I understand if my actual enrollment varies considerably from this plan, my scholarship eligibility may be reduced or eliminated.*

Student Signature

Date

5) Department Certification: *I certify this academic plan represents the most efficient manner for the student to complete the remaining degree and major requirements.*

Faculty/Staff Signature

Date

Printed Name

Email

Title

Telephone

6) Undergraduate Advising and Research (UAR) Certification: *I certify this academic plan represents the most efficient manner for the student to complete the remaining degree and major requirements.*

UAR Signature

Date

Printed Name

Email

Title

Telephone