

Student Educational Plan (SEP) Review/Update Form

Instructions: This form must be completed anytime the Student Educational Plan (SEP) is required to be reviewed (e.g., PSY 600, Annual Review) or when changes are made.

Student is to meet with their assigned PsyD Faculty Mentor to review SEP and update if needed. This form should be completed at that meeting and then provided to the student for submission to the Program Director for review.

Completed by Student:

Student Name:

Banner ID:

Date of Meeting:

Completed by Faculty Mentor:

I certify that I met with the above student and reviewed their SEP plan, made any needed changes and have locked it in Degree Works. The student has been advised that they are not to make changes to this plan and if changes are needed they must schedule an appointment with me so I may make them and obtain a new version of this form.

As this time the student (check all that apply):

Student is on normal progression, no changes needed

Student is on a 6 year plan (newly or previously established).

*Student is required to meet with DCT to discuss any newly established 6-year plan

Changes from previous plan of progression were made, SEP now reflects new progression.

Explain general factors which led to change (e.g., transfer credit, failure to pass requirement, personal factors, obtain add'l hours, etc):

Faculty Mentor (Name and Signature)

Date

DCT Approval (if required)

Completed by Program Director

Concur

Non-concur. Action Needed:

PD (Signature)

Date