

Plan Extension Request - Master's Programs

All requirements for the master's degree must be completed within seven calendar years from the admit term in which the student begins graduate work at GSEP. An extension to complete program requirements *may be* granted following review of the student's academic standing, progress, and recommendation by the Program Director. Requests for plan extensions will be evaluated on a case-by-case basis by the program director, and associate dean by division in consultation with the Office of the Registrar. If approved, program extensions will be granted on a term-by-term basis. For additional details, consult the GSEP Academic Catalog.

Approval of an academic plan extension does not guarantee an extension of financial aid eligibility. Significant changes to federal student loans were recently enacted through the One Big Beautiful Bill Act (OBBBA). These changes will affect how graduate and professional students finance their education beginning on July 1, 2026. Additional information is provided at pepperdine.edu/admission/financialaid/obbba-info/. Be sure to discuss further financial aid eligibility with the GSEPFinancial Aid Office.

Student Name: _____

CWID: _____

Academic Program: _____

Phone: _____

Outline the circumstances affecting non-completion of your academic program within the allotted program time limit and the steps you are taking to ensure completion:

After completing this form, review the information with your program director and ask them to complete their recommendation below and return to you for your submission to your academic advisor.

By signing below, I acknowledge that I understand the statements provided above.

Student Signature: _____

Date: _____

FOR OFFICE USE ONLY

PROGRAM OFFICE

Petition Decision

APPROVED

DENIED

Program stipulations of approval, or explanation of denial:

Program Director Signature: _____

Date: _____

Associate Dean Signature: _____

Date: _____