

## Degree Works Student Educational Planner

### What is SEP?

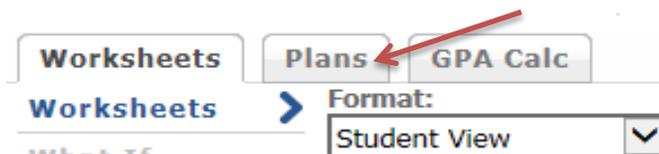
- *SEP stands for Student Educational Planner, and it is a module within Degree Works used by students and academic advisors. Your initial plan will be based on a four-year template. As you progress, your academic advisor will customize your plan based on schedule projections created during your advising meetings. You may hear it referred to as “SEP,” “planner,” or “Degree Works plan.”*

### When will my plan be created?

- *Please work with your academic advisor at your next advising meeting to develop a plan.*

### How can I view my plan?

- *Visit Gulfline at: <https://www.fgcu.edu/gulfline/>. Click **Degree Works**.*
- *The **Degree Works** link will open the FGCU Single Sign-On page. Type your FGCU eagle email and password, and then click **Sign In**.*
- *After clicking **Sign In** and successfully logging in, your Degree Works audit will display.*
- *Click on Plans Tab*



- *You may choose Calendar view or Notes view.*



- *View notes entered by your academic advisor.*
  - In Calendar view, use your mouse to hover over the Note icon.*
  - In Notes view, the notes will be visible under the corresponding requirement.*

### Will I still be able to view my degree audit in Degree Works?

- *Yes, the way to access and view your degree audit (worksheet tab) has not changed. The degree audit will continue to provide information about degree requirements, both completed and outstanding.*

### Why should I look at both my degree audit and my plan?

- *They are best used together! Your degree audit (worksheet tab) shows your degree requirements, both completed and outstanding, for each area of your degree. Your plan (plans tab) offers more information about the semester in which courses should be taken to satisfy prerequisite sequencing and match university offerings. It is critical that you follow your plan to ensure timely graduation.*

**My registration does not match my plan. What should I do?**

- *If you register for courses in a sequence that is different from your plan, please meet with your academic advisor to discuss outstanding requirements, sequencing, and an updated plan.*

**How can I print my plan?**

- *When viewing your plan in either view, click the Print button on the bottom right corner. If your academic advisor has entered notes into your plan, they will not appear on the printed version.*