



**Extended Opportunity Programs and Services (EOPS)  
Cooperative Agencies and Resources for Education (CARE)  
Foster Youth Support Program (FYSP)**

Hybrid Services

Office: Sierra Vista Building, 3<sup>rd</sup> Floor  
Email: [eopsdesk@glendale.edu](mailto:eopsdesk@glendale.edu)  
Phone & Voicemail: 818-240-1000 ext. 6900

Dear EOPS Student,

According to our records, your current EOPS Educational Plan is incomplete. All EOPS students are required to have a comprehensive Educational Plan, which includes a list of all the required courses needed to complete your educational goal at GCG that may include earning a graduation degree, a degree for transfer, or completion of a certificate program.

Once you and your EOPS counselor review, develop/update your comprehensive educational plan, you can readjust it with an EOPS counselor as your plans/goals change in the future.

Your comprehensive educational plan, also called SEP (Student Educational Plan), will be completed during your counseling appointment with an EOPS counselor. Without this, your EOPS file is incomplete. That will negatively affect your good standing with EOPS and ability to receive EOPS benefits.

At this time, we have open counseling appointments available. Although we are not open tomorrow on June 19, you may submit your appointment request anytime online. We will begin scheduling appointments when we come back on Thursday, June 20th.

Please don't delay and send your appointment request ASAP while we still have open appointments. **To schedule a counseling appointment with EOPS, complete the following online [EOPS Appointment Request Form](#).** Our EOPS staff will email you back with your appointment confirmation, or connect with you for further instructions.

**PLEASE NOTE:**

GCC campus is closed on Wednesday, June 19, 2024. We will resume our operations on Thursday, June 20, 2024.

Please do not reply to this email. This email was sent to a groups of EOPS students. The replies to this email will not be monitored.

May you have any questions, please contact the **EOPS Office at [eopsdesk@glendale.edu](mailto:eopsdesk@glendale.edu)**, connect with our front desk staff **in-person** or remotely **via zoom during the following [hybrid office hours](#)**, or call/leave a voicemail at **(818) 240-1000 ext. 6900**. One of our EOPS professional staff will get back to you during our office hours.