

**ACADEMIC MATTERS COUNCIL
SPECIAL REPORT**

concerning

**CLARIFICATION OF POLICIES REGARDING
DEFINITION OF FULL-TIME STUDENT STATUS**

Presented at the
556th Regular Meeting of the Faculty Senate
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I. BACKGROUND

Recent federal law does not allow the certification of an undergraduate carrying fewer than 12 credits as full-time students. The AMC Subcommittee on Policies examined the current text of the policy defining enrollment categories in the “*Undergraduate Rights and Responsibilities Handbook*” and the “*Catalog*”, especially the ones that define full-time students and the reduced load category and proposed changing it to accommodate the new restrictions.

CURRENT TEXT

(from Undergraduate Rights and Responsibilities, 1997-98)

II. *Enrollment Categories*

Full-time students who find that they must carry fewer than 12 credits in a semester but who wish to maintain their full-time status may, with the permission of their undergraduate dean, be regarded as reduced load students. This exemption is usually granted only for reasons of health or critical personal problems that affect students’ academic progress. Although reduced load students carry less than the minimum load, the requirements for academic good standing still apply; the semester counts as one of the ten allowed for graduation, and all University benefits, fees and obligations applying to full-time students apply to reduced load students. Reduced load students carry a regular student ID card and continue to be assigned to a graduating class.

II. AMC REVIEW AND RECOMMENDATION

The AMC Subcommittee on Policies has recommended changing the text to read as follows:

II. *Enrollment Categories*

Full-time students are required to carry the minimum load of 12 credits each semester.

There are cases where critical health or personal problems cause a student to find, after the add/drop period, that s/he must carry fewer than 12 credits. In these cases, the student cannot be certified as full-time, but all University benefits, fees and obligations applying to full-time students still apply, as do the requirements for academic good standing. The semester will count as one of the ten allowed for graduation. Students with these extenuating circumstances who find that their lack of full-time status is denying them an important student benefit off-campus may, if supported by their academic deans, ask the Registrar to produce a letter citing the extenuating circumstances that have led to the drop from full-time status. Such letters may or may not be instrumental in convincing an off-campus entity to grant the student the benefits of a full-time student.

Students in approved co-operative education programs, administered through the University’s Field Experience Office, in which the amount of work performed is equivalent to the academic workload of a full-time student, will also be considered full-time students. In these cases, however, the usual University benefits, fees, obligations applying to full-time students do not still apply.

AMC RECOMMENDATION. The Council unanimously supports the above changes in the definition of full-time student status with the following Motion for the Faculty Senate.

MOVED: That the Faculty Senate approve the Clarification of Policies regarding Definition of 48-98 Full-Time Student Status, as presented in Sen. Doc. No. 98-047.