



ACADEMIC AFFAIRS POLICY

NUMBER/TITLE: AA-117.6, UNDERGRADUATE STUDENT COURSE LOAD AND CREDIT HOUR

Covered Individuals: All full-time students

Covered Locations: All locations

Effective Date: August 26, 2024

Strategic Priority: SP 1.1 and 1.2

HLC: Criterion 2

Consultations: CAO; Registrar; VPDEE; VPMES; AVPDER; Director of MVA; Executive Director of FS; Faculty (Academic Affairs Committee)

POLICY STATEMENT

Full-time students are expected to maintain a sufficient course load in order to complete a degree in a timely fashion and qualify for financial aid, regardless of instructional learning experience.

PURPOSE

To identify and classify enrollment status for a given term at the university.

DEFINITIONS

All definitions can be found in the Academic Affairs Glossary (unless new, then listed below).

Course Overload: When a student requests to register beyond the normal session or semester course load.

Credit Hour: An approximate measure of effort/time required for a typical student to achieve the learning outcome of an educational experience.

Standard Course Load:

- Centers and Online: 9 credits per session.
- Fayette: 12-18 credits per semester.
- uiuFlex Semester: 12-18 credits per semester.
- Self-Paced: 6 credits over a six-month period.

POLICY IMPLEMENTATION

Fayette

A student will normally enroll for 12-18 credits per semester, which is equivalent to a full-time load. Students desiring to enroll in more than 18 credits per semester must:

1. Meet the minimum UIU GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in more than 18 credits per semester;
 - a. A minimum cumulative UIU GPA of 3.0 is required to enroll in more than 10 credits per session;
2. Have been a full-time student with UIU during a previous semester; and,
3. Have the permission of the student's Enrollment Coordinator/Faculty Advisor/Teacher Education Coordinator.

Students will not be allowed to register for more than 24 credits per semester.

Center and Online

A student will typically enroll for 6 credits per session. Students desiring to enroll in more than 9 credits per session through Center and Online Programs must:

1. Meet the minimum UIU GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in 10 credits per session.
2. Successful completion of a session with 6 credits; and
3. Have the permission of the student's Enrollment Coordinator/Faculty Advisor/Teacher Education Coordinator.

Students will not be allowed to register for more than 10 credits per session.

uiuFlex Semester

A student will typically enroll in 12 credits per semester and may enroll up to 18 credits per semester without meeting the cumulative minimum GPA of 3.0. Students desiring to enroll in more than 18 credits per semester must:

1. Meet the minimum UIU GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in more than 18 credits per semester;
 - a. A minimum cumulative UIU GPA of 3.0 is required to enroll in more than 10 credits per session;
2. Have been a full-time student with UIU during a previous semester; and,
3. Have the permission of the student's Enrollment Coordinator/Faculty Advisor/Teacher Education Coordinator.

Students will not be allowed to register for more than 24 credits per semester.

Self-Paced

A student will typically enroll for 6 credits over a six-month period. Students desiring to enroll in 9-12 credits during the six-month period must:

1. Meet the minimum UIU GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in 9-12 credits;
2. Successful completion of a self-paced course; and
3. Have the permission of the student's Enrollment Coordinator/Faculty Advisor/Teacher Education Coordinator.

Students will not be allowed to register for more than 12 credits over a six-month period without an approved exception by the Chief Academic Officer (CAO)

Combining Center/Online Sessions and uiuFlex

Students may enroll in uiuFlex semester-long course while enrolled in 6-9 credits per session without meeting the cumulative minimum GPA of 3.0. uiuFlex semester-long courses will be viewed as 1.5 credits per session towards the student's course load. Students desiring to enroll in more than 9 credits per session must:

1. Meet the minimum UIU GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in 10 semester credits per session;
2. Successful completion of a session or semester with 6 credits; and,

3. Have the permission of the student's Enrollment Coordinator/Faculty Advisor/Teacher Education Coordinator.

Students will not be allowed to register for more than 10 credits per session.

CUSTODIAN

Chief Academic Officer (CAO)

RELATED DOCUMENTS, FORMS, AND POLICIES

Academic Catalog

HISTORY

New/Revision Number	Date of Action/Approval	Revision Change
AA-117.6	November 12, 2025 (PC approved)	Revised titles for administrative changes and corrected "semester" to "session."
AA-117.5	April 30, 2025 (by PC)	Course loads updated for learning experiences.
AA-117.4	April 17, 2024	Language to accommodate semester-long courses added.
AA-117.3	May 17, 2023	Minor edit to clarify maximum credits; approved at PC.
AA-117.2	November 15, 2022	New template, minor edits of minimum GPA for 12+ credits per session; approved at PC.
AA-117	August 30, 2021	New template, formatting, and basic editing. PC approved.