



ACADEMIC AFFAIRS POLICY

NUMBER/TITLE: AA-117.2, UNDERGRADUATE STUDENT COURSE LOAD AND CREDIT HOUR

Covered Individuals: All full-time students

Covered Locations: All locations

Effective Date: November 15, 2022

Strategic Priority: SP 1.1 and 1.2

HLC: Criterion 2

Consultations: Director of Financial Aid, Regional Directors, Registrar, Deans, VPASA, Faculty

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 modality.

PURPOSE

To identify and classify enrollment status for a given term at Upper Iowa University (UIU).

DEFINITIONS

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

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

Standard course load:

- Centers and Online: six to eight credits per session
- Fayette: 12-18 credits per semester

POLICY IMPLEMENTATION

To be consistent with guidelines for determining the amount and level of credit awarded to courses and to be in compliance with policies set forth by both the U.S. Department of Education and the Higher Learning Commission, the following applies.

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 GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in more than 18 credits in a semester.
 - a. A minimum cumulative GPA of 3.0 is required to enroll in 12 or more 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 Academic Advisor. Students will not be allowed to register for more than 24 credits in a semester.

Center and Online:

A student will normally enroll for six to eight credits per session. Students desiring to enroll in more than eight credits per session through Center, Online, and/or Self-Paced Degree Programs must:

1. Meet the minimum GPA requirement. A cumulative minimum GPA of 3.0 is required to enroll in nine-semester credits, and a 3.5 is required to enroll in 12-semester credits per session.
2. Successful completion of a session with six credits; and
3. Have the permission of the student's Academic Advisor. Students will not be allowed to register for more than 12 credits a session.

**Exceptions to this are students in the Nursing Program who may take up to nine credits per session.*

CUSTODIAN

Vice President for Academic and Student Affairs

RELATED DOCUMENTS, FORMS, AND POLICIES

Academic Catalog

HISTORY

New/Revision Number	Date of Action/Approval	Revision Change
AA-117.2	November 15, 2022	New template, minor edits of minimum GPA for 12+ credits per session.
AA-117	August 30, 2021	New template, formatting, basic editing.