



ACADEMIC AFFAIRS POLICY

NUMBER/TITLE: AA-132, GRADUATE STUDENT COURSE LOAD AND CREDIT HOUR

Covered Individuals: Graduate Students

Covered Locations: All Locations

Effective Date: July 9, 2025

Strategic Priority: SP 1.2

HLC: Criterion 3.d

Consultations: CAO; Dean of Academic & Educational Affairs; Registrar; Executive Director, FS; Director, MVA; Faculty (Academic Affairs Committee)

POLICY STATEMENT

Full-time graduate 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 are in the Academic Affairs Glossary unless it is a new definition pertaining to this policy.)

Classification of Graduate Students:

Full-time: A student registered in a graduate program for six or more credits each semester.

Half-time: A student registered for three to five credits per semester.

Less than half-time: A student registered for less than three credits per semester

Non-matriculated: A student taking courses for the purpose of obtaining credit but not a candidate for a degree.

POLICY IMPLEMENTATION

A graduate student will normally enroll in 6 credits per semester (3 credits per session), which is equivalent to a full-time load. Students may take up to 12 credits per semester (no more than 6 credits per session) with enrollment coordinator/Program Director approval. Students desiring to enroll in more than 12 credits per semester must meet the minimum UIU GPA requirement of 3.0 and have the permission of the student's Program Director.

Students in the Master of Science in Counseling (MSC) program will normally enroll in 9 credit hours per semester. Students may take up to 12 credits per semester with the enrollment coordinator's approval.

Students desiring to enroll in more than 12 credits per semester must meet the minimum UIU GPA requirement of 3.0 and have the permission of the Program Director.

CUSTODIAN

Chief Academic Officer (CAO)

RELATED DOCUMENTS, FORMS, AND POLICIES

Academic Catalog

HISTORY

New/Revision Number	Date of Action/Approval	Revision Change
AA-132	July 9, 2025	New policy.