



APPROVED

CAA: 02-15-07

EASTERN KENTUCKY UNIVERSITY

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Office of Academic Affairs and Research
Assistant Vice President
Enrollment Management

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TO: Council on Academic Affairs
FROM: Edward J. Keeley, Ph.D.
Interim Assistant Vice President
Enrollment Management
DATE: February 2, 2007
RE: Summer Enrollment Levels

A handwritten signature in black ink, appearing to be "EJ Keeley".

I wish to put forward the attached proposed guidelines for the Council on Academic Affairs' consideration.

These guidelines are already used by the Office of Student Financial Assistance, and the Office of the Registrar proposed to use these as well for enrollment verification status in order to promote consistency.

Thank you for your consideration.

Attachments



SUMMER 2007 ENROLLMENT LEVELS 10-WEEK TERM

Below are enrollment levels set for the Summer 2007 term by ECU Office of Financial Assistance, as per federal regulations, and using a 30 credit hour academic year. These levels will be used to determine financial aid awards to summer school students.

In the interest of consistency among student service offices, and thereby **preventing confusion within the ECU student and academic community**, the Office of the Registrar proposes to also use these guidelines for determining enrollment verification status.

(Note: U.D. Dept. of Education dictates that credit hours are rounded up.)

UNDERGRADUATE

Credit Hours Rounded

Full time*	$30 \text{ cr.hr.} \times 10 \text{ weeks} / 32 \text{ wks} = 9.3$	10 cr. hr.
Three quarter	$0.75 \times 9.3 \text{ cr. hr.} = 6.975$	7 cr. hr.
Half time	$0.5 \times 9.3 = 4.65$	5 cr. hr.

GRADUATE

Full time	$10 \text{ weeks} \times 9 \text{ hours} / 16 = 5.6$	6 cr. hr.
Three quarter	$10 \text{ weeks} \times 6.75 \text{ hours} / 16 = 4.2$	5 cr. hr.
Half time	$10 \text{ weeks} \times 4.5 \text{ hours} / 16 = 2.8$	3 cr. hr.

*Formula used in calculation:

$$\begin{array}{l}
 \text{Number of} \\
 \text{credit hours} \\
 \text{in the} \\
 \text{academic} \\
 \text{year.}
 \end{array}
 \times
 \frac{\begin{array}{l}
 \text{Weeks of} \\
 \text{instructional time} \\
 \text{in full summer} \\
 \text{term.}
 \end{array}}{\begin{array}{l}
 \text{Weeks of} \\
 \text{instructional time} \\
 \text{in academic year.}
 \end{array}}$$