



## University Policy Impact Statement

Date Sept. 30, 2008 Check One:  Revision of Existing Policy  New Policy

Policy Number \_\_\_\_\_ (If known) Policy Name Undergraduate and Graduate Course Load

Originator(s) Enrollment Management

### Justification for Proposed Changes or for New Policy (Attach additional sheet if necessary)

Affirmation of adherence to the University standard of a maximum course load of 21 credit hours per semester for undergraduate students and 15 credit hours for graduate students is needed.

### Consistency with EKU's Mission and Strategic Plan, Other Policies, and Related External Documents

Cite relevant official statements from EKU or external sources.

\_\_\_\_\_

### Impact on the University

(1) Identify resources (human, financial, physical, operational, technological, other) needed to implement and maintain compliance; (2) Identify changes to EKU's culture and/or behaviors that may be involved.

No significant resources are needed to implement the policy change and maintain compliance.

### List Key Stakeholders who have been consulted. Indicate action taken and the date it was taken. Attach additional page if necessary.

<u>Council on Academic Affairs</u>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date <u>10/16/08 approved</u>
<u>Faculty Senate</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>Provost Council</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
<u>President</u>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____
_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other	Date _____

Executive Policy Group Only

Board Approval Required

Revise *Undergraduate Catalog* language:

### **Student Load**

A full-time student is one who enrolls in 12 or more credit hours during a fall or spring term. Students carrying fewer than 12 credit hours are considered part time. A student who has established ~~superior records~~ a superior academic record may be permitted to enroll for more than 18 hours by the dean of the college of the student's first major. The absolute maximum load is 21 credit hours.

Ten semester hours is considered a normal load for the summer term. Twelve credit hours is the maximum enrollment allowed for the summer term. For enrollment verification purposes, 10 credit hours and above is considered full time summer status for undergraduate students, 6 credit hours is full time summer status for graduate students. However, for financial aid purposes and loan consideration, full-time status is twelve or more semester hours in any academic term. A student who has established a superior academic record may be permitted to enroll for more than 12 hours by the dean of the college of the student's first major. The absolute maximum is 15 hours. The above limitations apply to all enrollments or combinations of enrollments for the term specified, including campus classes, regional campus classes, correspondence study (refer to the *Correspondence Course Bulletin*), and enrollments at other institutions. ~~The Registrar will not record credits beyond these maximums.~~ (Pg. 46, 2008-09 *Eastern Kentucky University Undergraduate Catalog*.)

Revise *Graduate Catalog* language:

### **Academic Load**

During the fall and spring term the normal full-time course load for a graduate student is 9-12 credit hours. Exceptional graduate students may request ~~dean's~~ permission from the dean of the college of their first major to register for additional course work, up to a maximum enrollment of 15 credit hours. Graduate assistants are permitted to carry a maximum course load of 12 hours and a minimum load of nine hours of graduate work toward their program. Six semester hours is considered a normal graduate student course load for the summer term. For enrollment verification and financial aid purposes 6 - 12 credit hours is full time summer status for graduate students. A graduate student who has established a superior academic record may petition the dean of the college of the student's major for permission to enroll in excess of 12 credit hours during the summer term; however the absolute maximum summer course load is 15 hours. (Pg. 31, 2008-09 *Eastern Kentucky University Graduate Catalog*.)