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Memo

College of Liberal Arts and Sciences

To: Undergraduate Academic Status Committee
Dr. Brian Puaca, Chair

From: Bobbye Hoffman Bartels, Associate Dean

Date: 01 October 2008

Re: Catalog change

We recommend the following change to the catalog (2008-2009 University Catalog, p. 36). Please see reverse side. The current policy:

- Has no consequences for students who do not follow it
- Impedes students who have a valid reason for taking an underload, e.g., taking fewer hours to bring up gpa and get a better record
- Has questionable value as a retention effort
- Is very time consuming and labor intensive to enforce
- Leaves students with a bad impression of CNU

Authorized Action:

☐ Approved ☐ Approved, with amendment as shown

Brian Puaca; Chair, Undergrad. Acad. Stat. Comm **Date**

☐ Approved ☐ Approved, with amendment as shown

Rebecca Wheeler, President of Faculty Senate **Date**

☐ Approved ☐ Approved, with amendment as shown

Mark Padilla, Provost **Date**

Change to University Catalog, p. 36.

Full-time ~~and Part-time~~ Status

Students who enroll in 12 or more credit hours in a regular semester (fall and/or spring) are considered full-time. The average course load for full-time undergraduate students at CNU is approximately 15 credit hours during either fall or spring semester. Students may carry up to 18 credit hours in a regular semester and up to 18 credit hours in the entire summer session (no more than two courses or six credit hours in each summer term or a total of 18 credit hours in any combination of summer terms) without special permission. **Students wishing to exceed these credit hours should see the section entitled “Overload Schedule.” CNU expects students to maintain fulltime status.**

~~Students, whose initial matriculation at CNU is full time and who enroll in fewer than 12 credit hours in a regular semester (fall or spring) are considered part time, will be required to obtain special permission to enroll as a part time student during a regular semester. Such students wishing to enroll for less than full time status should see the section entitled “Permission to Take Underload.”~~

~~Permission to take Underload~~

~~Students who initially matriculated as full-time freshmen are expected to carry at least the minimum course load of 12 credit hours per semester. Graduating seniors, with fewer than 12 credit hours remaining to satisfy degree requirements, may petition the University Registrar for permission to take an underload (less than 12 credit hours) for their last semester. Other full-time students who wish to take fewer than 12 credit hours must petition the Academic Advising Center for permission to take an underload. Forms for permission to take an underload are available in the Office of the Registrar and on the Office of the Registrar website.~~ Students enrolled as less than full-time should be reminded that financial aid, NCAA athletics, progress toward degree, visa and/or eligibility for University housing may be impacted.