

<b>Course Load</b>	Procedure Number	525
	Effective Date	May 1, 2019

**1.0 PURPOSE**

To establish the rule for the acceptable amount of credit hours each student may enroll in each semester and summer session for what is generally considered a “full-time student.”

**2.0 REVISION HISTORY**

Adopted on:  
 October 1993  
 Revised on:  
 September 2014  
 December 12, 2018

**3.0 PERSONS AFFECTED**

Students

**4.0 DEFINITIONS**

Students are advised to complete a minimum of 30 credit hours each academic year to graduate on time. In order to be considered “full-time”, a student must be enrolled in a minimum of 12 credit hours during a given term.

**5.0 PROCEDURES**

Generally, 18 hours is the maximum load that a student may carry during a regular semester, although certain technical programs may specify more. Any student outside these technical areas wishing to take more than 18 hours must request permission from the Dean of Student Affairs prior to registration. The maximum allowed during a summer term without permission from the Dean of Student Affairs is 14 hours. Students may not enroll for more than the maximum via Web registration.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s):	PTC Board of Trustees	July, 1993 Sept, 2014
Ratified by:	Mason Campbell	Dec 10, 2018
Recommended by Chancellor (Signature)	Margaret Ellibee	April 9, 2019
UA Policy Alignment:		