**Policy Revision - DRAFT**

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| --- | --- |
| **Policy Title** | Enrollment Policies |
| **Policy URL** | <https://catalog.arizona.edu/policy/enrollment-policies>  |
| **Rationale for Update** | -Reduce full-time status during summer term to 9 units for undergraduate students -Clarify advanced status requirements for graduate students -Direct students with questions regarding their full-time status to their academic advisor instead of their college dean’s office-Add table to clarify fall/spring vs. summer requirements for undergraduates-Replace references to semesters/sessions with “terms” |
| **Contact Person for Questions** | Michael Davenport |
| **Responsible Unit** | Office of the Registrar | **URL** | Click or tap here to enter text. |
| **Career Applicability** | [x]  Undergraduate [x]  Graduate [ ]  Law [ ]  Medicine [ ]  Pharmacy [ ]  Veterinary Medicine |
| **Approvals Granted** *(for council use only)* | UGC Policies Subcommittee | Scheduled: 3/14/2023 | Status: |
| Undergraduate Council | Scheduled: | Status: |
| Graduate Council | Scheduled:  | Status: |
| Undergraduate CAAC | Scheduled:  | Status: |
| Graduate CAAC | Scheduled: | Status: |
| Faculty Senate Executive Committee | Scheduled:  | Status: |
| Faculty Senate | Scheduled: | Status: |

**Policy Revision Side by Side**

Additions in Green – Deletions in ~~Yellow~~

| Existing Policy | Proposed Edit |
| --- | --- |
| Full-Time Undergraduate Student StatusFull-time status for an undergraduate student varies with the college ~~and~~ study program, ~~but ordinarily requires a course load of at least 12 units per semester.~~ Students in doubt about their standing should check with their ~~college dean's office~~.Full-Time Graduate Student StatusFall and Spring ~~Semesters~~During the fall and spring ~~semesters~~, for students with Graduate Assistant/ Associate appointments, full-time status consists of a minimum enrollment in 6 units of graduate credit. A graduate student working on a thesis or dissertation who is only enrolled in 900-level units and not employed as a Graduate Assistant/ Associate must be enrolled in 3 units. A student who has completed all course work, the thesis/dissertation unit requirements, has advanced to candidacy, is working on the thesis/dissertation, and is not employed as a Graduate Assistant/ Associate may apply for [**advanced status(link is external)**](https://arizona.app.box.com/v/grad-gsas-advancedstatus), which allows 1 unit of 900-level credit for full-time status. In all other cases, full-time status consists of a minimum enrollment in 9 units of graduate credit.The full-time status enrollment minimums apply to students wishing to defer federal loan repayments, to international students with F or J visa status, and/or to students receiving University funding other than wages. Full-time enrollment may or may not keep the student from falling outside the threshold of the [**Affordable Care Act(link is external)**](https://hr.arizona.edu/supervisors/employment-benefits/patient-protection-and-affordable-care-act-aca) and/or [**Arizona State Retirement System(link is external)**](https://hr.arizona.edu/employees-affiliates/benefits/retirement-plans#hdr-6) requirements. It is recommended that hiring units and graduate students refer to these policies to ensure compliance.More information on graduate minimum enrollment policies is available from the [**Graduate College(link is external)**](https://grad.arizona.edu/policies/enrollment-policies/continuous-enrollment). Please note that some academic colleges may require more units to maintain full-time status when students are receiving financial assistance from the college. Also note that full time and minimum enrollment policies are different to maintain [**continuous enrollment**](https://catalog.arizona.edu/policy/continuous-enrollment-graduate-students).Summer and Winter ~~Sessions~~During winter ~~or pre-session, first~~ and ~~second~~ summer ~~sessions~~, full-time status consists of enrollment for 6 graduate units or more in ~~any combination of pre-session, first and second summer sessions~~.  A student whose financial aid agreement requires enrollment during the summer ~~sessions~~ should contact the [**Office of Student Financial Aid(link is external)**](http://financialaid.arizona.edu/managing-my-aid/basic-financial-aid-questions) to verify specific requirements. International students should check with the University's [**International Student Services Office(link is external)**](https://global.arizona.edu/international-students) to ensure that their registration is in compliance with their visa status.Maximum Number of Units Allowed Per Term ~~and/or Semester~~Each college determines the maximum number of units that an undergraduate student may enroll in for each term and session. This maximum includes all coursework carried in residence, as well as concurrent registration in approved courses at other institutions. Approval of the college dean is required to exceed the maximum term or session units.**Term Limitations:**

| **TERM** | **MAXIMUM # OF UNITS** |
| --- | --- |
|  Fall Term | 19\* |
|  Winter Term | 4 |
| Spring Term | 19\* |
| Summer Term | 18 |

NOTE:\* All Colleges currently allow up to 19 units per term, with the following exceptions:* The College of Law term maximum is 18 units
* Medical students please consult the [**College of Medicine(link is external)**](https://medicine.arizona.edu/education/curricular-affairs).

Session Limitations:The following session limits apply when the student is registered for an accelerated session within a term.

| **TERM** | **MAXIMUM # OF UNITS** |
| --- | --- |
| 3 Week (Presession) | 4 |
| 5 Week | 7 |
| 7 Week | 9 |
| 8 Week | 9 |
| 10 Week | 14 |
| 13 Week | 18 |

 | Full-Time Undergraduate Student StatusFull-time status for an undergraduate student varies with the college, study program and term. Students in doubt about their standing should check with their academic advisor.

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| TERM | UNITS |
| Fall/Spring | 12 |
| Summer | 9 |

Full-Time Graduate Student StatusFall and Spring TermsDuring the fall and spring terms full-time graduate student status is determined by one of the following: * 9 units of enrollment in graduate credit
* 6 units of enrollment in graduate credit for students with a Graduate Assistant/Associate appointment
* 3 units of enrollment in graduate credit for students working on a thesis or dissertation who are only enrolled in 900-level units and do not have a Graduate Assistant/Associate appointment
* 1 unit of enrollment in 900-level credit for students who have been approved for [**advanced status(link is external)**](https://arizona.app.box.com/v/grad-gsas-advancedstatus)**.** Students may qualify for advanced status if they have completed all course work and thesis/dissertation unit requirements, have advanced to candidacy, are working on the thesis/dissertation, and do not have a Graduate Assistant/Associate appointment.

The full-time status enrollment minimums apply to students wishing to defer federal loan repayments, to international students with F or J visa status, and/or to students receiving University funding other than wages. Full-time enrollment may or may not keep the student from falling outside the threshold of the [**Affordable Care Act(link is external)**](https://hr.arizona.edu/supervisors/employment-benefits/patient-protection-and-affordable-care-act-aca) and/or [**Arizona State Retirement System(link is external)**](https://hr.arizona.edu/employees-affiliates/benefits/retirement-plans#hdr-6) requirements. It is recommended that hiring units and graduate students refer to these policies to ensure compliance.More information on graduate minimum enrollment policies is available from the [**Graduate College(link is external)**](https://grad.arizona.edu/policies/enrollment-policies/continuous-enrollment). Please note that some academic colleges may require more units to maintain full-time status when students are receiving financial assistance from the college. Also note that full time and minimum enrollment policies are different to maintain [**continuous enrollment**](https://catalog.arizona.edu/policy/continuous-enrollment-graduate-students).Summer and Winter TermsDuring winter and summer terms, full-time status consists of enrollment for 6 graduate units or more in the term.  A student whose financial aid agreement requires enrollment during the summer should contact the [**Office of Student Financial Aid(link is external)**](http://financialaid.arizona.edu/managing-my-aid/basic-financial-aid-questions) to verify specific requirements. International students should check with the University's [**International Student Services Office(link is external)**](https://global.arizona.edu/international-students) to ensure that their registration is in compliance with their visa status.Maximum Number of Units Allowed Per Term Each college determines the maximum number of units that an undergraduate student may enroll in for each term and session. This maximum includes all coursework carried in residence, as well as concurrent registration in approved courses at other institutions. Approval of the college dean is required to exceed the maximum term or session units.**Term Limitations:**

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