

3364-71-02 Enrollment status: fulltime, part time and audit.**(A) Policy statement**

A student's enrollment status is determined by the number of credit hours the student enrolls in during a term (fall, spring or summer term in its entirety). The definitions are as follows:

- (1) A full-time undergraduate student is enrolled for twelve or more semester hours in credit-bearing courses in a term.
- (2) A part-time undergraduate student is enrolled for fewer than twelve semester hours in credit-bearing courses in a term.
- (3) Audit is defined as a student enrolled in a credit-bearing course who elects not to receive credit.

Full-time students are encouraged to take fifteen credit hours to complete their degree in a timely fashion, and are permitted to take up to twenty credit hours without any additional approval. Students seeking academic overload for twenty-one or more hours must receive approval according to the procedure set by their college.

A student must be enrolled through the university's official registration and enrollment information system in order to receive transcribed credit for any course.

(B) Purpose of policy

This policy defines enrollment status for undergraduate students at the university of Toledo.

(C) Scope

This policy applies to all undergraduate students across the university.

(D) Procedure

The provost's approval is required for the procedure established by each college, department or other academic unit related to the implementation of the provisions

of this policy. The registrar's office officially verifies external requests for enrollment status.

Effective: 3/21/2019

CERTIFIED ELECTRONICALLY

Certification

03/11/2019

Date

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