

**CHARLESTON SOUTHERN UNIVERSITY  
OFFICE OF THE REGISTRAR  
MANUAL OF ACADEMIC POLICIES & PROCEDURES**

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<b>ACADEMIC LOAD</b>	<b>R-13</b>	<b>1 of 1</b>	<b>May 25, 1984</b>

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Purpose: To academically define full-time versus part-time student status and to provide for maximum number of hours allowable in each academic term.

**Fall and Spring Semesters**

By academic definition, a full-time undergraduate student is one who is enrolled for **twelve (12)** or more credit hours during a Fall or Spring semester, and a full-time graduate student is one who is enrolled for six (6) or more graduate credit hours.

An undergraduate student's normal load is fifteen (15) to eighteen (18) credit hours. Students in the Bridge Program may enroll in a maximum of seventeen (17) credit hours in any given semester. For undergraduate students, permission must be obtained to enroll in 19 - 21 hours from the Academic Dean of the student's major. The maximum undergraduate course load allowed in any semester is twenty-one (21) hours. Any exception to this must be approved by the Vice President for Academic Affairs.

The normal load for graduate students is six (6) to nine (9) graduate credit hours. Graduate students enrolling in more than nine (9) hours per semester must obtain the permission of the graduate director of their program.

**All Summer Sessions**

For regular undergraduates, students are held to no more than 2 classes (no more than 8 credit hours) at a time. Therefore, a student who takes 2 courses in Summer I and 2 in Summer 2 can take up to possibly 4 classes/16 hours (although it will be certainly fewer credit hours since it is doubtful they can take 4 lab courses); one who takes a full summer course can take a total of three courses (12 hours maximum) (a full summer, a Summer I, and a Summer II). The allowance for lab credit hours or 4 credit hour classes does not allow students to exceed the basic rule of no more than 2 classes at a time.

By action of the Academic Council and the President's Cabinet on July 21, 1984, revised on February 4, 2002 by the approval of the Provost, revised on January 24, 2006 by action of the Faculty Senate and revised on September 28, 2010 and revised by the Bridge Program Director January 2014. Revised by the VPAA July, 2017. Revised by Academic Council November, 2019.