



## Course Underload Request

In order to be a full-time student, students must be enrolled in a minimum of 12 academic hours each fall and spring semester. Course underloads are exceptional and must be approved by your advisor and the Assistant Dean for Students. As you make this decision, please consider the following:

The Registrar's office classifies students enrolled in fewer than 12 hours as 'Part-time' students in reports to outside agencies. Enrolling in fewer than 12 hours can affect:

- Scholarships and financial aid
- Eligibility for health and auto insurance
- Perceptions of admissions committees and employers

Make sure that you have considered the pros and cons of the underload option before making your final decision.

Name \_\_\_\_\_ PID \_\_\_\_\_

Department \_\_\_\_\_ Term (semester/year) \_\_\_\_\_

The above named student is registered for \_\_\_\_\_ hours. The student has discussed this with their advisor who approved this request.

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

Advisor's signature \_\_\_\_\_ Date \_\_\_\_\_

*Please return this form to the Office of Student Affairs (263 Rosenau) for Dean's signature.*

OSA for Dean \_\_\_\_\_ Date \_\_\_\_\_