

MEMORANDUM

TO: Matt Hudelson, Executive Secretary
Faculty Senate

FROM: Becky Bitter, Registrar's Office

FOR: Academic Affairs Committee

DATE: December 9, 2021

SUBJECT: Proposal to Establish New Rule 26

The Academic Affairs Committee approved a proposal from the Registrar's Office to establish new Rule 26, Credit Requirements for Full-Time Enrollment Status. The information below was once in the WSU Catalog under the Summary of Academic Policy section. Including the information in the academic regulations will provide useful information for students and others.

This information has been reviewed and approved by the appropriate offices (Registrar, Graduate School, Student Financial Services, Veterans Affairs, and International Programs).

26. CREDIT REQUIREMENTS FOR FULL-TIME ENROLLMENT STATUS

Students are classified as having full-time enrollment status based on the total number of credits taken and on how the credits are used. For instance, the number of credits required to be considered full time for tuition may be different compared to the credits required for enrollment verification or financial aid purposes.

For Enrollment Verification:

- For the fall and spring semesters, undergraduate students must enroll in 12 or more credits to be considered full time; graduate students must enroll in 10 or more credits; and professional students must enroll in 5 – 10 credits depending on the program.
- For summer session, undergraduates must enroll in 6 or more credits to be considered full time; graduate and professional students must enroll in 5 or more credits.

For Financial Aid: The number of credits enrolled in for a term determines a student's financial aid status and determines eligibility for federal grant, federal loan, and federal work study programs. In order to maintain financial aid eligibility, students must meet Satisfactory Academic Progress (SAP) requirements. The complete SAP policy regarding credit completion, GPA, and degree completion time frame is available at <https://financialaid.wsu.edu/>.

- For financial aid purposes, full-time enrollment status for undergraduate students is 12 credits, three quarter time is 9 – 11 credits, and half-time is 6 – 8 credits. For graduate students, full-time enrollment status is 10 credits and half-time is 5 credits. For students in the professional programs, full-time enrollment status is 10 credits and half-time is 5 credits, except for students in the OMBA program where full-time is 5 credits and half-time is 3 credits.
- Loan Deferments: For all careers, deferments on loans require at least half-time enrollment.

For Veterans Benefits:

- For undergraduate students, full-time enrollment status for a semester is 12 credits, three-quarter-time is 9 – 11 credits, half-time is 6 – 8 credits, less than half-time is 4 – 5 credits, and quarter-time is 1 – 3 credits.
- For graduate students, full-time enrollment status for a semester is 10 credits, three-quarter-time is 7 – 9 credits, half-time is 5 – 6 credits, less than half-time is 3 – 4 credits, and quarter-time is 1 – 2 credits. For non-standard graduate terms, a VA adjusted modifier is used to determine what is full time, half-time, less than half time, or quarter time.
- Full time enrollment status for summer session for undergraduate and graduate students is based on the number of credits taken and the length of the class.
- Detailed information on training time eligibility can be obtained from the WSU Veterans Affairs Office, at [WSU Military Affiliated Students](#).

For International Students: To maintain F-1 or J-1 visa status, international students must enroll in a full-time course of study each fall and spring semesters:

- Undergraduate students: At least 12 credits with no fewer than 9 face-to-face credits.
- Graduate and Professional students: At least 10 credits with no fewer than 7 face-to-face credits.

Enrollment in Summer Session is not required for continuing students. However, if Summer Session is the initial (first) or final (last) semester for an international student, then full-time enrollment is required.

At this time, Faculty Senate review and approval is recommended, to be effective fall 2022.