



<b>Title:</b> Academic Load	<b>Number:</b> 6Hx2-4.02
<b>Legal Authority:</b> Fla. Statutes 1001.64, 1004.726, United States Code of Federal Regulations 8CFR214.2 (f)(6), State Board of Education Rule 6A-10.0331.	<b>Page:</b> 1 of 3

### General Statement

Broward College (the College) adheres to its educational goals and objectives by providing guidance for enrollment in Associate in Arts, Associate in Science, Associate in Applied Science, Certificate, Applied Technical Diploma, or Baccalaureate programs.

### The Policy and The Student

Per State Board of Education Rule 6A-10.0331, a full-time, student at Broward College (the “College”) must carry a minimum load of twelve (12) credit hours per academic term or an equivalent number of clock hours for an educational program using clock hours. The maximum load which a student will normally be allowed to carry is eighteen (18) credit hours per academic term. However, students with a cumulative grade point average (GPA) of 3.2 or above may be allowed to carry additional credits. In no event shall the maximum load exceed twenty-one (21) credit hours per academic term or the equivalent number of clock hours.

### Last Term of Enrollment

If the student needs more than 18 credit hours, or the equivalent, to graduate, a student in the last term of enrollment prior to graduation may seek approval to exceed the maximum credit hours even though his/her cumulative grade point average (GPA) is below 3.2. The student shall not be allowed to enroll for more than (21) credit hours, except with the approval of the Academic Standards Committee (See procedure 6Hx2-4.02).

### The Policy, The Faculty and Staff

The Campus/Center Student Affairs office assists students with advising and enrollment into a maximum number of courses at the college to promote a higher chance of academic success and not to overwhelm the student. Faculty may assist students by advising them of courses in designated programs. Students are advised to seek the College’s advisors and financial aid specialists for assistance in their enrollment into courses each semester.

### Implementation and Oversight

The chief academic and student affairs officers on the campus or center in consultation with the Vice President of Academic Affairs and the Vice President for Student Affairs and

**History:** Issued as Policy 4.03 (*Overload for the Term Immediately Preceding Graduation*) on December 16, 1986; revised, re-numbered, and re-titled on April 16, 1997, Revised August 23, 2011.

<b>Approved by the Board of Trustees</b>	<b>Date</b> August 23, 2011	<b>President’s Signature</b> 	<b>Date</b> 8/23/11
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Enrollment Management are responsible for the implementation and oversight of policy compliance.

**Violation of Policy**

For students who knowingly enrolled above 18 credit hours without permission, the Office of the Academic Dean and Student Affairs will review the student’s academic record. This may include the registrar’s office, advisors, and/or financial aid departments putting a student on notice for said violation.

Violation of this policy will be reviewed by the Campus/Center Academic and Student Affairs Deans, and the Academic Standards Committee, if necessary, for further action and recommendations. If a student is not carrying a minimum required load and scholarship funds/financial aid stipulates that he/she must be enrolled as a full-time student, the awarded funds must be paid back to the college by the student pursuant to the policies, procedures, state and federal law.

**Definitions**

**Academic Standards Committee** - a college-wide committee that hears appeals from students requesting exceptions to established admission and academic policies.

**Session** - a range of time with varying lengths for which a course is offered to provide flexibility in the scheduling of courses. Examples of current sessions are not limited to: Session I = 16 weeks, Session II = 8 weeks, Session III = 12 weeks, and Session IV = 8 weeks.

**Term**

**College Credit Hours**- A type of credit assigned to courses or course equivalent learning that is part of an organized and specified program leading to a baccalaureate or associate degree. One (1) college credit is based on the learning expected from the equivalent of fifteen (15) fifty-minute periods of classroom instruction; with credits for such things as laboratory instruction, internships, and clinical experience determined by the College based on the proportion of direct instruction to the laboratory exercise, internship hours or clinical practice hours.

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**Clock Hours-** A type of credit assigned to courses or course equivalent learning that is part of an organized and specified program leading to a career certificate. It applies to postsecondary adult career courses. One (1) career credit is based on the learning expected from the equivalent of thirty clock hours of instruction.

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