

Policy number: 105

Subject/Title: Registration of Maximum Credits in One Term

Effective Date: Summer 2012

Policy Statement: The Associate Dean of Student Affairs will review all requests to register for more than 16 credits in one term. Registration for more than 16 credits in one term requires approval by the Associate Dean of Student Affairs. Unique student circumstances may require students to enroll in numerous courses per term (dual degrees, military status, international status, etc...). Full time graduate student status is considered to be 9 credit hours / Fall or Spring term and 6 credit hours in the Summer term.

Reason for Policy: The proposed policy was developed in order to promote successful progress and completion of all required courses in a degree program within the approved time limits.

Definitions: N/A

Scope and Audience: All UTSPH students

Responsibilities and Procedures: The 16 credit hours limit will be placed on all registering students via Campus Solutions. Students who require >16 credits in any given term will be required to provide documentation from their Academic Advisor that supports / justifies the need to take >16 credits. This can be accomplished by requesting the Academic Advisor to send an email to the Associate Dean of Student Affairs.

Related Policies, Forms and Information:

History: Approved by Academic Council: May 21, 2012
Endorsed by Executive Council: May 24, 2012

Responsible Office/Contact Information: Nesh Agrawi
Office of Academic Affairs
Office Phone: 713-500-9071
E-mail: nesh.agrawi@uth.tmc.edu