

Longwood University
GENERAL ACADEMIC PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Education Policy Committee (EPC) about a new proposal/policy or about revisions to an existing proposal/policy.

If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.

PREPARER: (Originator, Department, or Committee that authored or sponsored this proposal)
 Drs. Lust, Dalton, and Abrams

TOPIC: Student Load

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal): There has been concern that the number of hours a student can take during the intersession and during the summer is not limited while the number of hours a student can take during the regular semesters is limited.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):
 The catalog will be amended as follows: (additions in bold, subtractions are struck out)

Longwood University is organized on the semester plan whereby the credit hour, abbreviated as credit, is the semester hour. ~~Freshmen normally carry 15 to 17 credits but may carry 18 credits if they earned at least 2.0 on their previous semester's work. Upper class~~ **s**Students normally carry 15 to 18 credits but may carry up to 21 if they earned at least 2.0 on their previous semesters work. Students on probation or readmitted after suspension many not enroll in more than 15 credits per semester. **Students may carry no more than 8 concurrent credits in any summer session or intersession if they earned a 2.0 on their previous semester's work.** A schedule beyond these limits requires special permission from the student's dean ~~or department chair~~. Student must take at least 12 credits to maintain full-time status.

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed): Eight credits allows a student to take nearly any two courses. It is still possible for students to overload in summer due to overlapping classes, but this is straightforward while still creating a reasonable limit. De facto chairs have not been involved in over riding credit limits for a long time.

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SIGNATURE PAGE**

- 1. Educational Policy Committee _____
- 2. Faculty Senate _____
- 3. *VPAA _____
- 4. *BOV/SCHEV - VPAA will submit materials for approval
- 5. Date received by Registrar _____

*Substantive change (see definition and consult EPC chair prior to submitting materials)

All curriculum proposals/changes are processed in the date order received. In order to be included in the next academic year's catalog, all paperwork must be submitted no later than:

**February 1st to the College Curriculum Committee
March 1st to the Educational Policy Committee (EPC)**

Submission within the deadlines does not guarantee processing in time for the next academic year's catalog.

Revised June 2012