



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

Course Load

Policy Number 1-07

Commonwealth University of Pennsylvania

Approved by University Senate, 4/10/2025

Issued by President Bashar W. Hanna as Policy 1-07 on 4/21/2025

Responsible Office: Academic Affairs

Previous Policy: IAP 18

1. Purpose

Commonwealth University recognizes that students may need to take more than 18 credits for a variety of reasons. Therefore, the University has established a course load policy to allow students to take additional credits while balancing a reasonable amount of time needed to dedicate to each course.

2. Scope

All Commonwealth University of Pennsylvania students

3. Definitions, Roles and Responsibilities

3.1. Definitions

3.1.1. Credit: A unit of measurement that represents the amount of learning a student has completed in a course. Credits are used to track a student's progress towards their degree

3.1.2. Full-Time Student: Undergraduate student registered for 12-18 credits.

3.2. Roles and Responsibilities

3.2.1. Academic Affairs



COMMONWEALTH UNIVERSITY OF PENNSYLVANIA

4. Policy

- 4.1. To schedule more than 18 credits in a semester, the full-time student will need permission. Students who want to take more credits will need the permission of the academic advisor, department chair and dean through the petition process.
- 4.2. Full-time students will not exceed 21 credits in the Fall or Spring sessions or 8 credits during the Winter or individual Summer sessions.

5 Compliance and Enforcement

- 5.1 This policy will be reviewed every five years by the responsible Senate Committee

6 Additional Information

6.1 Supporting Documents

6.2 History

- 6.2.1 [Indicate whether the policy is a new policy, or whether it supersedes an existing policy. Include the effective date of the original policy as well as the date(s) of any subsequent amendments (if known).]

6.3 Related Policies -

- 6.3.1 **PASSHE Policy 1999-02-A: Tuition:** [PASSHE 1999-02AA%20Tuition.pdf#search=tuition](#)

6.4 Contacts for Additional Information and Reporting

Office of the Provost
Commonwealth University
viceprovost@commonwealthu.edu
[du](tel:570-389-3803) 570-389-3803