



Exceptions to Full-Time Enrollment Requirement for Scholarship

Institutional scholarships are awarded for full-time enrollment with the exception of awards given by University Admissions for part-time status. Exceptions to this policy will be made for students with documented/qualifying disabilities that preclude full-time attendance as determined by the Student Access Office. Students who wish to request reduced course load based on a documented disability must contact the Student Access Office and file a Petition for Reasonable Accommodations form with documentation to support the request. This request must be made each semester for which the student requests the accommodation. The Petition form and Guidelines for Documentation can be obtained from the Student Access Office directly or through their department website. The Student Access Office will review accommodation requests on an individualized, case by case basis. Please be advised that all decisions regarding access and accommodations are made in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.

Students who are approved for the accommodation of reduced course load will receive an institutional award that will be prorated for less than full-time enrollment consistent with existing scholarship proration procedures which are used during a student's final semester of study. A percentage is calculated using enrolled credits between 6-11 credits and an assumption of 15 credits which is applied to the current award amount. Federal, State government and other assistance will be awarded under the regulations and guidelines governing the specific award type.

The Office of Student Access will notify a designated individual(s) in the Office of Student Financial Services of their determination, and if approved, the approval letter indicating the specific accommodation of reduced course load will be kept in the student's file.