



Operational Area:	Student Affairs
Responsible Executive:	Chief Student Affairs Officer
Responsible Office:	Registrar's Office
Effective:	July 1, 2019

Full-time and Half-time Status

Student Affairs

Contents

- I. Introduction
 - II. Roles and Responsibilities
 - III. Policy Statement
 - IV. Policy History
 - V. Policy Approval
-

I. Introduction

- A. **Authority:** C.R.S. § 23-54-102, *et seq.* (2019) authorizes the Trustees of Metropolitan State University of Denver (MSU Denver) to establish rules and regulations to govern and operate the University and its programs. The Trustees retain authority to approve, interpret, and administer policies pertaining to University governance. The Trustees authorize the President of MSU Denver to approve, administer, and interpret policies pertaining to University operations.
- B. **Purpose:** This policy defines the number of credits, or semester hours, undergraduate students must enroll in to attain full-time and half-time status to be eligible for financial aid and health insurance coverage.
- C. **Scope:** This policy applies to MSU Denver undergraduate students.

II. Roles and Responsibilities

- A. **Responsible Executive:** Chief Student Affairs Officer
 - B. **Responsible Administrator:** Registrar
 - C. **Responsible Office:** Registrar's Office
 - D. **Policy Contact:** Registrar's Office, 303-556-3991
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III. Policy Statement

The following number of semester hours are required for undergraduate students to meet full-time and half-time status for fall, spring, and summer semesters:

- **Full-time:** 12 or more semester hours
- **Three-quarter-time:** 9-11 semester hours
- **Half-time:** 6-8 semester hours
- **Less than Half-time:** 5 semester hours or less

To complete a degree in four years or eight semesters, students may need to take at least 15 semester hours per semester. For financial aid purposes, 12 semester hours is the full-time standard for the summer semester. To be eligible for health insurance coverage, students must be enrolled in nine or more credit hours in the fall or spring semester.

IV. Policy History

- Effective:** July 1, 2019
- Revised:** 2018; 2015; 2012; 2011; 2009
- Review:** This policy will be reviewed every three years or as deemed necessary by University leadership.



President's
Policy Statement
University Policy Library

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V. Policy Approval

Janine Davidson, Ph.D.
President, Metropolitan State University of Denver

N/A

Chair, Board of Trustees, Metropolitan State University of Denver