

CLASSIFICATION OF STUDENTS

Students are classified based on their class load as follows:

Full-Time	Enrolled in 12 or more units
Part-Time	Enrolled in fewer than 12 units
Freshman	Fewer than 30 units completed
Sophomore	30 or more units completed

A maximum load for any student is 19 units. Exception to the 19-unit maximum may be available with counselor approval.

It may be pertinent for students to consider the following semester unit requirements for particular privileges and activities:

Associated Students Elected Office: Returning and transfer students shall have completed five (5) units or more with at least a 2.0 grade point average in the previous semester in which the student was enrolled in five (5) or more units. New students who have not been enrolled at the college previously and completed a full semester of at least five (5) or more units must have achieved at least a 2.0 grade point average in their senior year of high school. Eligibility requirements can be found at as.fullcoll.edu ([https://as.fullcoll.edu/](https://as.fullcoll.edu)) under “Governing Documents” or contact the Associated Students Office (Room 222) or Student Life and Leadership (Room 214).

Athletic Eligibility: Full time: 12 units including P.E. classes

Veterans – See Veterans Resource Center (Room 518)

Work Study and Financial Aid – Full time: 12 units per semester; 3/4 time: 9 units per semester; 1/2 time: 6 units per semester

Work Hours/Class Guidelines

For each hour spent in class, a student should plan to spend about two hours in study and homework. On the 16-week calendar, a full load of 15 units will equate to 17 hours of class time plus 34 hours in study and homework for a total of 54 hours a week – more than a full-time work week. Following are suggested work hours/class guidelines:

Working Hours/Week	Units
None	12 - 16
10	10 - 11
20	7 - 9
30	3 - 6
30+	1 - 3

In order to maintain an academic balance, the following information should be considered:

1. Students can expect to spend at least 3-1/2 hours (one hour and 10 minutes in class and two hours and 20 minutes outside of class) per week for each unit taken.
 2. Employment time and college time combined should not exceed 60 hours weekly.
 3. Students should distribute study time appropriately for each class – often preparation for a lecture class differs from preparation for a laboratory class.
4. Students should consult frequently with their instructors – their office hours are designed for that purpose.
 5. To assist in their academic success, students should use the tutoring services, the library, counselors, and other support services.
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