

ISP 300

Credit Load Policy

PURPOSE

Establishes the policy and expectations for credit load at Clackamas Community College (CCC).

SUMMARY

The college considers a full-time student as someone enrolled in 12 to 18 credits within the same term. Students enrolled in less than 12 credits are considered less than full-time with the following breakout:

- 1-5 = Less than half-time
- 6-8 = Half-time
- 9-11 = Three-quarter time
- 12-18 = Full-time

Students can enroll for 1-18 credits as part of standard registration processes.

STANDARD

1. Students who wish to enroll in more than 18 credits in the same term are considered as carrying a credit overload. Overload requests require that the student meet identified criteria and have advisor approval prior to the start of the term. Students must fulfill all the following criteria to qualify for credit overload:
 - a. Cumulative grade-point average (GPA) of 3.00 or higher;
 - b. All courses for the term requested are applicable to student's program of study;
 - c. Completed 15 or more college credits per term in at least two prior terms with a minimum term GPA of 3.00 and without receiving any grades of F, W, or N in those terms;
 - d. No pending Incomplete (I) grades;
 - e. Total credits for the term cannot exceed 22
2. If a student does not meet one or more of the above criteria, they can still submit the request as part of an extenuating circumstances review process. These requests are reviewed and approved on a case-by-case basis by the Director of Student Academic Support Services.

REVIEW HISTORY

Reviewed by:	Status:	Date:
ISP Committee	Reviewed/Adopted	February 27, 2025
ARC Committee	Reviewed/Adopted	March 27, 2019
Presidents' Council	Reviewed	February 19, 2019
College Council	Reviewed	January 18, 2019
ISP Committee	Reviewed	October 26, 2018
ARC Committee	Initial Review	September 26, 2018