Required Coursework Regulations

What are the general rules we need to follow?

Implementation Plan

How is this being addressed?

Student, Faculty, and Staff Responsibilities

What do we all need to do going forward?
Federal Aid

If a student is enrolled in courses that do not count toward his degree, certificate, or other recognized credential, they cannot be used to determine enrollment status unless they are eligible for remedial courses. This means you cannot award the student aid for classes that do not count toward his degree, certificate, or other recognized credential.

State Aid

Credit-bearing courses in the student's minimum full-time course load (12 semester hours or the equivalent) must consist of courses applicable to the student's program of study as a general education requirement, major requirement, or elective.
Minimum Required Coursework Enrollment Requirements

Federal Aid (Student & Parent Loans, Work-Study, SEOG)

- Half-time – typically 6 credits

Federal Aid (Pell Grant)

- Less than Half-time – typically less than 6 credits

State Aid (TAP, NY STEM, SUNY Tuition Credit)

- Full-time – typically 12 credits or more
- Final Term of Program – If less than 12 credits required for degree, student may take additional non-required courses to maintain full-time enrollment.
Double Majors

State Aid - Only courses required for a student’s primary major are considered required.

Federal Aid – Eligibility ends when the requirements for the primary major are completed. Student loans may be available after that point in limited situations.

Minors

Minors are not recognized as required for federal or state aid unless required as part of the major degree program.
Repeat Courses

State Aid – Repeated courses can be counted one time if (a) the course is required for the degree and (b) the initial grade was not acceptable for graduation as defined in the college catalog.

Federal Aid – A failed course can be repeated until a passing grade is received. Once a passing grade has been received, the course may be repeated one additional time.

Undeclared Major

Until a major is declared, all courses are considered required, but may later meet course requirements and impact future enrollment plans.
Required Coursework and Financial Aid

Implementation Plan

✓ Establish a workgroup - November
   Evaluate level of compliance, develop plan and procedures for resolving compliance issues, and coordinating the implementation of that plan.

✓ Establish an implementation timeframe – November

✓ Begin campus communication – November
   Academic Council, Cabinet, Individual Departments, Student Associations

❖ Evaluate current level of compliance – December
Facilitate changes to college catalog – January

Develop policies and procedures – February
  Identify tools in place or needed to properly manage tracking, registration, enrollment, and financial aid.

Continue campus communication – February - March
Students
Maintaining full-time status in required coursework or otherwise planning each semester’s enrollment is ultimately a student responsibility. Planning and timing is everything!

Faculty/Advising
Assisting students with the planning for each semester.

Registrar and Financial Aid
Identifying and tracking student enrollment levels.
Adjusting financial aid awards based on those levels.
Thank you!