

Print Name (last, first) _____

ID # _____

Registration Term: Fall Semester ; 20_____

Spring Semester 20_____

Senior/Graduate Student Residence Hall Validation Form

Registrar's Office

This form is for processing critical validations related to academic load and housing status during registration and preregistration. This form is **NOT** for Summer Orientation or Online class registration.

Academic Load

Undergraduate resident hall students must register for the minimum 12 credit/load each semester. Graduate resident hall student minimum is 10 credit/load.

- *Seniors in their last semester may carry fewer than the minimum credit/load if the load will permit them to complete degree requirements at the end of that semester.*
- *Graduate students may carry fewer than the minimum credit/load any semester.*

Tuition charge will be part-time per credit (1–9 credits) or full-time (10-18 credits) for the semester. Full room/board and program fee charges apply for the semester.

Attendance requirements that apply to full-time students apply to those staying in the residence hall carrying fewer than the minimum.

This student may live in the residence hall and carry fewer than the minimum credit/load to complete degree requirements by the end of the semester indicated above.

Signature of Director of Student Life or Women's director of Student Life

Date

Financial Aid

Seniors receiving financial aid and carrying fewer than 12 credits may jeopardize receiving the maximum amount of financial aid for which the student is eligible. The student should see a Financial Aid Counselor to discuss credit/financial aid options.

This student has been presented financial aid options concerning a reduced load.

Signature of Financial Aid Counselor

Date

I am not receiving financial aid and therefore do not need financial aid counsel.

Signature of Student

Date

Approval Processing Steps

1. Print the form and complete the appropriate information.
2. Take the form to the appropriate individual(s) to secure signatures required for approval.
3. Take the completed form to the Registrar's Office by 3 p.m. prior to the close of registration.
4. Once the override is processed by Registrar's Office personnel, **the student must submit their trial class schedule prior to 5 p.m. on the day registration closes.**

Registrar's Office Use

Date _____

Initials _____