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. Chapel requirements include: Twice per week.

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 Dean of Men or Dean of Women     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 ____________