

## W&M Undergraduate Students Underload FAQs

<p>What is an underload?</p>	<ul style="list-style-type: none"> <li>• Taking fewer than 12 credit hours during any academic semester (not FlexTrack)</li> <li>• 9 hours is generally the minimum underload given</li> </ul>
<p>Who qualifies?</p>	<ul style="list-style-type: none"> <li>• <b>No student is automatically granted an underload</b></li> <li>• Students who have completed at least 8 full-time regular college semesters, are not on probation, and the semester in question is the graduation semester, OR</li> <li>• Students who have a medical condition that specifically interferes with their ability to succeed academically in specific classes (see CAS Petition for Exception instructions) OR</li> <li>• Students with a personal hardship that is of such an extraordinary nature that the underload becomes a necessity.</li> </ul>
<p>How does a graduating senior get an underload?</p>	<ul style="list-style-type: none"> <li>• Students must request approval from the Committee on Academic Status through the Office of the Dean of Students</li> <li>• Requests for an underload should be submitted through the Office of the Dean of Students within a period of five days before the first day of registration for the semester in question.</li> <li>• They will be accepted no later than two days before the end of the Add/Drop period.</li> </ul>
<p>How does being granted an underload change my bill?</p>	<ul style="list-style-type: none"> <li>• If the underload is granted prior to the end of the Add/Drop period, the student will receive a reduction in tuition directly proportional to the reduced load.</li> <li>• There will not be a reduction in cost to the standard student fee that supports facilities and services.</li> </ul>

<i>(Change my bill? continued)</i>	<ul style="list-style-type: none"> <li>• No tuition refunds are granted after the Add/Drop period ends.</li> </ul>
What are the penalties of an unapproved underload?	<ul style="list-style-type: none"> <li>• Students carrying unauthorized underloads are subject to withdrawal after the Add/Drop period at student's expense, and/or can be placed on academic probation, and/or can be referred to the Student Conduct process for failure to comply with College rules and regulations</li> <li>• The student is responsible for cost of full-time tuition and fees.</li> <li>• The term counts as a full semester toward the 10-semester rule.</li> </ul>
What happens if a student withdraws to an unauthorized underload after the end of the Add/Drop period?	<ul style="list-style-type: none"> <li>• He/she will be re-entered into the last class or classes from which he/she withdrew until enrollment is at the approved number of credit hours.</li> </ul>
What other implications can an underload have?	<ul style="list-style-type: none"> <li>• Students are advised to consult with their insurance company and the financial aid office before applying for an underload. Underloads are seen as part-time enrollment by most financial institutions and could cause changes in insurance and a reduction in financial aid.</li> </ul>
Do audited classes count toward the 12 credit hours required to be a full-time student at the College?	<ul style="list-style-type: none"> <li>• Audited classes <b>do not</b> count towards the 12 credit hours earned each semester. However, they <b>do</b> count toward the 18 hour maximum allowed for undergraduate students.</li> </ul>
During a semester in which I am granted an underload, am I still expected to meet the continuance regulations?	<ul style="list-style-type: none"> <li>• Yes, students carrying an underload will be expected to meet the continuance regulations published in the Undergraduate Course Catalog.</li> </ul>
What if I have more questions?	<ul style="list-style-type: none"> <li>• Contact the Office of the Dean of Students at 221-2510 for a same day appointment.</li> </ul>