

Reduced Course Load Petition

Because of the inherently rigorous nature of the academic program, ordinarily, the minimum number of units required for students at the College at the University of Chicago is 300 units of credit per quarter. In the following two circumstances, however, a student can petition the Dean of Students for a reduced load:

Student Disability Services (SDS) Approved Reduced Load

Students can petition to enroll in a reduced load of 200 units of credit in a quarter if the student has the proper support from the Student Disability Services (SDS). In order to petition students must go through the established SDS protocol to apply for accommodations. Students who receive SDS approval for a 200-unit load can then petition the Office of the Dean of Students in the College. Students granted permission to enroll at a reduced rate will be considered full-time students for the purposes of financial aid, housing, and for other offices internal to the University, and the student will be assessed regular fees as well as room and board, although tuition will be assessed on the 200-unit rate. No student will be allowed to enroll in fewer than 200 units except as noted below.

Final Quarter of Enrollment

Graduating students in their final quarter of enrollment may petition the Office of the Dean of Students to have a reduced load of only 100 or 200 units. Such an exception will only be granted by the Dean of Students when those courses will complete the remaining degree requirements necessary for graduation. Such students will be considered part-time and will pay the appropriate per-course rate.

Students wishing to apply for reduced course load status in their final quarter should speak with their adviser early in their final year and submit a completed petition to the adviser before the end of the first week of the student's final quarter. Students who need more than 200 units to graduate will not be eligible for this status.

Students wishing to enroll in a reduced course load for their final quarter should keep in mind that a reduced status might affect the student's eligibility for housing and financial aid.

PART A: TO BE COMPLETED BY STUDENT: Complete, sign, and submit to your adviser

Name: _____
Last First Middle

UCID: _____ Year of Study _____ Adviser: _____

Quarter(s) for which you are requesting Reduced Course Load status:

Autumn Winter Spring Academic Year: 20____ - 20____

Reason for Petition:

- Graduating 4th year in final quarter of enrollment Graduation Quarter _____
 SDS Recommendation Have you already received support from SDS? (Y/N) _____



Provide any additional explanation for your petition:

Please note that Reduced Course Load status may impact your standing with other offices on campus. I will notify the following offices of my Reduced Course Load status:

	Check if applicable
Office of International Affairs (please consult with OIA first)	<input type="checkbox"/>
College Housing	<input type="checkbox"/>
Financial Aid	<input type="checkbox"/>

Signed: _____ Date: _____
Student Signature

PART B: TO BE COMPLETED BY ADVISER: Complete, sign, and return to your supervisor

For Graduating 4th years only:

Please review the student's Degree Audit and verify that all remaining requirements will be completed while student is on Reduced Course Load status: _____ (please indicate with ✓)

Print and attach the student's updated Degree Audit. Please highlight any upcoming courses/slots.

Signed: _____ Date: _____
Adviser Signature

PART C: DEAN OF STUDENTS REVIEW

Signed: _____ Date: _____
Supervisor Signature

Approved? Yes No

Any additional comments:

Signed: _____ Date: _____
DOS Signature