**CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS**

ACADEMIC SENATE POLICY

**Policy on Undergraduate Unit Load Limitation**

**Policy #: SP XX-XX** (revision of SP 17-10, Undergraduate Unit Load)

**Drafted By:** Student Academic Policies and Procedures: Julia Ornelas-Higdon (co-chair), Jacqueline Reynoso, Melissa Soenke, Elizabeth Sowers (co-chair), Colleen Forest, Ernesto Guerrero

**Approval Date:**

**00/00/2022**

**Effective Date:**

**TBD**

**Accountability: Academic Affairs**

**Applicability:** All CSU Channel Islands undergraduate students

**Purpose:** To update unit load limitations for undergraduate students to include summer and winter terms

**Background:** SP 17-10 establishes unit load limitations for undergraduate students; provides a means for exceeding such limitations; creates a lower unit load limitation for students on academic notice; and includes a procedure that students on academic notice may pursue to exceed the new limitation. This revised policy maintains all of these elements of the prior policy, while also establishing a unit load limitation for undergraduate students in summer and winter terms.

**Policy:**

1. An undergraduate student in good academic standing may enroll in up to 18 units without advisor approval.
2. An undergraduate student on academic notice may enroll in up to 14 units without advisor approval.
3. Undergraduate students in good academic standing who wish to enroll in more than 18 units are required to have
	1. written approval from the chair or a faculty advisor in the student’s declared major, as specified by the major program, or an academic advisor, or
	2. if the student has not yet declared a major, written approval from an academic advisor.
4. Program chairs will be notified of decisions made by academic advisors within 1 business day for students in their major and chairs will retain the authority to override these decisions.
	1. Programs may coordinate with Academic Advising regarding specific guidelines for approving excess units.
5. Undergraduate students on academic notice who wish to enroll in more than 14 units are required to have an academic advisor’s written approval.
6. These unit load limitations and processes for exceeding them also apply to undergraduate students enrolled in any summer or winter terms.