

SENATE ACTION FORM

No. 1233

Subject: IEP Enrollment Status

Reference to Senate Minutes dated: May 2, 2022

Senate Action:

MOTION: APC – It is moved to approve the revised catalog language to clarify full-time status for students in the Intensive English Program.

VOTE: Approved by voice vote.

Response requested:

**Approval for placement in University Catalog**

Approval for placement in: 036d[Tc1Tw (S)14(ct)3.63e08A0002d.63002 Tc -0.002 Tw\_Tw00Tw\_T15.9idTEMCE ET/A

Presidential action:

Approve  Reject  Return to Senate for discussion/modification (comments attached)

\_\_\_\_\_  
President/Designated Administrative Officer

\_\_\_\_\_  
Date

Date of Board approval (if applicable): not applicable

**PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, CARTER HALL 2004, BOX 75.**

[Faculty.Senate@unco.edu](mailto:Faculty.Senate@unco.edu)

Attachment to Senate Action #1233  
Approved by the Faculty Senate  
May 2, 2022

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Excerpt from the [Enrollment Status](#) section of the UG Catalog (*additions highlighted*)

**Enrollment Status: Full Time/Part Time and Overload Status**

**Fall/Spring/Summer Enrollment Status:**

Half-Time	6-11 Credits
Less than Half-Time	5 Credits or less

Full-time student status for most employer sponsored or family health insurance plans is normally considered 9 credit hours. Some health insurance carriers require enrollment in a minimum of 12 credits. Check with your employer or family health insurance company for their minimum enrollment requirement.

Full-time undergraduate student status for financial aid purposes and enrollment verification is 12 credit hours or more. Enrollment in 9 to 11 credits is classified as three-quarter time. Enrollment in 6 to 8 credit hours is classified as half-time. Less than half-time or part-time is 5 credit hours or less.

Note: For students enrolled in UNC's [Intensive English Program](#), please refer to the guidelines pertaining to enrollment status.

**Excerpt from the [Intensive English Program](#) section of the UG Catalog (*additions highlighted*)**

**Admission**

The Intensive English Program (IEP) serves as a pathway for non-native English speakers to enhance linguistic and cultural competencies required for full admission. Applicants must have completed high school or the equivalent to be considered for admission into the Intensive English Program at the University of Northern Colorado. Both resident and international applicants are considered for admission. IEP students with F1 or J1 visas are required to register as full-time students. Students are full-time if enrolled in 18 classroom hours per week based on federal guidelines [8 CFR 214.2\(f\)\(6\)\(i\)](#). F2 visa holders are not allowed to be full time. All applicants must submit a UNC Intensive English Program application, copies of their most recent transcripts with English translations, and the application fee. International students must also provide copies of the bio page of their passport and financial documents. Documents must be submitted to the Center for International Education Office.

**Clean copy version:**

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Clean copy version:

## Full-Time and Part-Time Enrollment Status

### Fall/Spring/Summer Enrollment Status:

Status	Credits
Full Time	9 Credits or more
Half-Time	5 Credits

Per the Federal Financial Aid Handbook, “minimum standards for full-time enrollment. A student’s workload may include any combination of courses, work, research, or special studies that your school considers sufficient to classify them as full-time. This includes, for a term-based program, one repetition of a previously passed course that is not due to the student failing other coursework. The regulations specify a minimum standard for undergraduate students but not for graduate students.”

Note: For students enrolled in UNC’s [Intensive English Program](#), please refer to the guidelines pertaining to enrollment status.

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Excerpt from the [Intensive English Program](#) section of the GR Catalog (*additions highlighted*)

### Intensive English Program

The Intensive English Program (IEP) is a nationally ranked program, fully accredited by the Commission on English Language Accreditation (CEA). IEP serves as a pathway for non-native English speakers to enhance academic preparedness as well as linguistic and cultural competencies required for career readiness or full admission to UNC's academic programs at all levels. Applicants must have completed high school or the equivalent to be considered for IEP admission. Students may be admitted directly to the IEP or admitted via conditional acceptance to an academic program. Conditionally admitted students may begin taking some academic/degree coursework when they are placed or reach level 6 in the IEP. **IEP students with F1 or J1 visas are required to register as full-time students. Students are full-time if enrolled in 18 classroom hours per week based on federal guidelines 8 CFR 214.2(f)(6)(i). F2 visa holders are not allowed to be full time.**

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