

Reduced Course Load Accommodation Agreement

First Name _____ Last Name _____

V# _____ Telephone _____ E-Mail Address _____

REASON FOR REQUEST: A+ Recipient Scholarship Recipient Other _____

Term: Fall Spring Summer Winter 20_____

Total Credits Attempted this semester _____ Total Credits Earned to Date _____

Students of varying financial and educational statuses are required to pursue a full course of study during every fall and spring semester. For undergraduate students, the federal regulations specify 12 credit hours as full-time each semester to receive funding for fall and spring terms, six credit hours for summer term. A summary of the full-time study requirements for students can be located in the Jefferson College General Catalog.

In certain situations, students may be authorized to carry a reduced course load. These situations are severely limited by federal and state regulation. The authorization of a reduced course load may be made ONLY through the Accessibility Resource Office. A student whose documented disability requires that he/she take a reduced course load may be eligible to receive funding with less than full-time status under Title II requirements of the ADA; however, a minimum of six hours is mandatory. Approval of this accommodation will be made by the Jefferson College Accommodations Subcommittee.

A student may be authorized each semester for a reduced course load. To determine whether you qualify, please consult with the Accessibility Resource Office. If you are eligible, ARO will provide further instructions about the necessary documentation.

Important Reminders

- A+ Length of Eligibility expires on the earliest of:
 1. 48 months from high school graduation
 2. Receipt of an associate degree
 3. Completion of 105 percent of the required hours for the student's program of study
 - All hours, including developmental/remedial hours, taken at JC or any other A+ eligible institution
 - Hours taken at any non-eligible A+ institution that JC accepts in transfer
- Financial Aid funding is determined by student enrollment status. Funds will be adjusted to reflect such.

I acknowledge that I have read the guidelines regarding the reduced course load accommodation provided for me on this form. I believe that I meet the necessary requirements and have provided truthful documentation in support of my request. In addition, I understand that I must maintain satisfactory Financial Aid and/or A+ status during the current term.

Student's Signature _____ Date _____

ARO Staff Signature _____ Date _____

Staff Use Only

Approved Denied Reason: _____