

INSTRUCTIONAL ARRANGEMENTS  
COURSE LOAD AND SCHEDULES

ECC  
(LOCAL)

**Course Load**

The normal student course load for the fall or spring semester shall be 15 semester hours. The fall and spring semesters are offered in the following format: 16-week classes, first eight-week classes, and second eight-week classes. The combination of these offerings will not exceed 15 semester hours. The maximum course load shall be no more than 21 semester hours. Course loads in excess of 21 semester hours shall require approval by the vice president for academic affairs and student services.

The normal course load for the summer session shall be six semester hours for each five-week term or 12 semester hours for a full summer semester. Course loads in excess of six semester hours per term or 12 semester hours per summer semester shall require approval by the vice president for academic affairs and student services. The maximum summer credit hours earned shall be eight semester hours for one term or 16 semester hours for a full summer semester.

**Limitations on  
Number of Dropped  
Courses**

A College District student shall not be permitted to drop more than six courses taken while enrolled as an undergraduate at the College District or another public institution of higher education. A "dropped course" is a course in which a student enrolled for credit, but did not complete, under the following conditions:

1. The student was permitted to drop the course without receiving a grade or being penalized academically;
2. The student's transcript indicates or will indicate the student was enrolled in the course past the census date; and
3. The student did not drop or is not dropping the course to withdraw from the institution.

**Exceptions**  
*Good Cause*

A student shall be permitted to exceed the limit on the number of dropped courses if good cause exists for the student to drop the course. The following reasons constitute good cause:

1. A severe illness or other debilitating condition that affects the student's ability to satisfactorily complete a course;
2. Responsibility for the care of a sick, injured, or needy person, the provision of which affects the student's ability to satisfactorily complete a course;
3. The death of a member of the student's family as defined by law;
4. The death of a person who has such a sufficiently close relationship to the student, as defined by law, that the person's

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death is considered to be a showing of good cause, as determined on a case-by-case basis;

5. The student's active-duty military service;
6. The active-duty military service of a member of the student's family or a person who has such a sufficiently close relationship to the student that the person's active-duty military service is considered to be a showing of good cause;
7. A change in the student's work schedule that is beyond the student's control and affects the student's ability to satisfactorily complete the course; or
8. A disaster declared by the governor that prevents or limits in-person course attendance for a period that significantly affects the student's ability to participate in coursework.

*Reenrolled  
Students*

A qualifying reenrolled student may drop a seventh course in accordance with law.

*Course Dropped  
During a  
Bachelor's  
Program*

A course dropped by a student while pursuing a bachelor's degree that the student ultimately earned may not be counted toward the limit on the number of dropped courses.

*Dual Credit or  
Dual Enrollment  
Course*

A dual credit or dual enrollment course dropped by a student before graduating from high school may not be counted toward the limit on the number of dropped courses.

*COVID-19  
Pandemic*

A course dropped by a student during the 2020 spring or summer semester or the 2020-21 academic year because of a bar or limit on in-person course attendance due to the COVID-19 pandemic may not be counted toward the limit on the number of dropped courses.

*Procedures*

The College President shall develop procedures to implement this policy and shall publish the procedures in the College District catalog.

*Appeals*

A student may appeal decisions under this policy through FLD(LOCAL) beginning at the appropriate level.

*Exception*

If the decision relates to a request for an exemption based on a severe illness or debilitating condition that the student contends constitutes a disability in need of accommodation, the student may appeal the decision in accordance with the College District's procedures addressing disability accommodations for students.