

3. Specific reference to these procedures shall be made in the college catalog. These procedures shall be presented in full in the Student Handbook and the Faculty Handbook. Course syllabi should contain a reference to these procedures and detail their applications for that particular course.
4. Faculty are encouraged to create environments conducive to fostering integrity by all. This means that proctoring examinations may be necessary in some instances, but it also calls for positive action on the part of the faculty member to remove undue temptation.
5. The Administrative Affairs Board will maintain its charged oversight of the conduct of the SSAC and will also take overall responsibility for encouraging and maintaining an atmosphere supporting academic and social integrity.

Student Load

The normal student load is 16 credits per semester. Regular enrolled students must carry a minimum of 12 semester credits of course work each semester to maintain full-time status. Veteran students under the G.I. Bill must carry a minimum of 12 credits to be considered a full-time student and to receive maximum benefits. In order to maintain their visa status, foreign students need to maintain a minimum load of 12 semester credits.

Permission to take more than a normal load is based upon the student's previous academic record. Eighteen credits may be granted by the advisor. Application for more than 18 credits must be made to the Registrar.

A student's normal summer load is 3 to 4 credits in a four-week session. Overloads must be approved by the Registrar.