

Reduced Course Load (RCL) Guidelines

Accommodation Description: Students may need to enroll in fewer credits per term due to their disability. This accommodation is for students who, due to the impact of a disability, cannot meet the minimum credit hour per semester standard set by their major, college, or the university (12 hours for undergraduate students or 9 hours for graduate students). This accommodation must be approved by a DRC learning specialist after reviewing sufficient documentation or evidence that warrants a reduced course load.

Student Responsibilities: The student must communicate with the DRC the barriers they are experiencing which prevent them from enrolling as a full-time student. This accommodation must be approved every semester as disability related symptoms may fluctuate and a student may no longer need to request a reduced course load. Students should consider the following:

- Meet with Student Financial Affairs prior to submitting a RCL request to find out how taking a reduced course load may affect aid/scholarships.
- Meet with academic and program advisors to develop a graduation plan which reflects less than full-time credit hours per semester.
- Submit a RCL request to the DRC as soon as your semester schedule is finalized.
- As needed, request additional notification letter for International Student Services, National Merit Scholarship Coordinator, Student Activities and Involvement, Student Legal Services, or your graduate coordinator (if you are a graduate student with either a fellowship, assistantship, or if you have GatorGradCare health insurance).
- RCL does not alter or change individual course requirements.

RCL Student Acknowledgement**Student Information**

UF ID#: _____ Student Name: _____

Semester requesting Reduced Course Load: _____

Do you anticipate needing reduced course load for additional semesters? Yes NoI understand that my financial aid may be impacted by utilizing this accommodation. Yes NoHave you discussed Reduced Course Load with your advisor? Yes No

Student signature: _____ Date: _____