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 ___ No

I understand that my financial aid may be impacted by utilizing this accommodation. ___ Yes ___ No

Have you discussed Reduced Course Load with your advisor? ___ Yes ___ No

Student signature: ___________________________________________ Date: ____________