



College of The Albemarle Procedure

Procedure Number: 5.2.10.1

Pages: 1 of 1

Title: Student Classification

Related Policy: 5.2.10 Student Classification

Division of Responsibility: Learning; Student Success and Enrollment Management

College of The Albemarle (College) has defined the following curriculum student classifications and achievement recognitions:

- A. **Full-time Student:** A full-time student is a student enrolled in a given semester with twelve (12) or more semester hours of credit.
- B. **Part-time Student:** A part-time student is a student enrolled with fewer than twelve (12) semester hours of credit. A student may enroll for individual curriculum courses. Credit earned by such a student may be applied to a degree, diploma, or certificate depending upon the level of such work.
- C. **Freshman Student:** A freshman is a student who has completed less than half the required credit hours of an associate degree program.
- D. **Sophomore Student:** A sophomore is a student who has completed at least half the required credit hours of an associate degree program.
- E. **Special Credit Students:** Students who do not wish to apply for a degree, diploma, or certificate program may enroll for individual curriculum courses upon completion of an application for admission only. Special Credit students who later wish to enroll in a program of study must complete all admission requirements and declare a program of study. Credit earned as a special credit student may be applied to program requirements, if appropriate.
- F. **President's List:** To qualify for the President's List, a student must complete 12 curriculum semester hours or more, in a semester, in courses numbered at or above the 100 level with no grade below an "A" and no incompletes (I) for that term.
- G. **Dean's List:** To qualify for the Dean's List, a student must complete 12 curriculum semester hours, in a semester, in courses numbered at or above 100 and earn at least a 3.5 grade point average, with no grade below a "C" and no incompletes (I) for that term.

Legal Reference: IG SBCCC 100.1

June 13, 2023

June 13, 2023

N/A

Date Approved by President's Leadership Team

Date of Last Review

Date of Last Revision