

## MEMORANDUM

### Students Changing from Full-Time to Part-Time Status

When a student changes from full-time to part-time status (less than 12 credit hours per semester) there are several possible implications. Some are college policies, some are associated with different insurance policies, some are associated with federal and state regulations and others deal with financial aid, loans and scholarships. A student should be aware of the possible implications of changing to part-time status and should check with the proper people before finalizing a decision.

1. Siena Financial Aid awards may be discontinued.
2. Many grants and scholarships may be discontinued.
3. Loans may be discontinued; moreover, a student may have to start repaying certain loans.
4. The student's state and federal tax status as a dependent might change (depending on age and if the student is living with a parent or guardian.)
5. The student will not longer be able to hold a part-time student worker's job at Siena.
6. The student may no longer be covered by the parent's health and/or automobile insurance policies (depending on the student's age, where he/she lives, and the particular policy carried by the parent)/We strongly suggest you inform your parents.
7. The student is not eligible for participation in NCAA activities.
8. A student loses eligibility to receive an Army ROTC Scholarship for that semester. Additionally, a student must be a full-time student to be enrolled in Army ROTC.

The student should be aware of the following statement in the College Catalog (in "Degree Requirements") "...Full-time students are required to spend the senior year as full-time, matriculated students. Only in exceptional cases will a waiver of this policy be granted. Applications for a waiver should be made in the school office in writing.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Distribution:

Original: School Office

Copy: Office of Academic Affairs