**REGISTRATION**

**Matriculation**
Matriculated students are those who have been admitted as candidates for a degree. A nonmatriculated student is one who has not been admitted as a degree candidate but has received approval to register for credit courses.

**Classification of Students**
Class standing is determined by the number of credits the student has completed, which in turn determines which class dean the student will work with.

<table>
<thead>
<tr>
<th>Year or Classification</th>
<th>Credits Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0-29</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30-59</td>
</tr>
<tr>
<td>Junior</td>
<td>60-91</td>
</tr>
<tr>
<td>Senior</td>
<td>92 and above</td>
</tr>
</tbody>
</table>

**Official Registration**
Fordham University recognizes that the responsibility for each student’s academic success is shared by the student, the faculty, and the administration. Therefore, before a student registers for coursework at the University, preregistration advising is provided.

An advising hold is placed on each student. Once students have met with their faculty adviser, this hold is removed and students may register for the next semester. Students must register according to the schedule provided in their registration materials before attending any course. Registration materials are e-mailed to each student’s Fordham e-mail address before official registration in the fall (for the next spring term) and spring (for the next fall term). Students must register before the first day of classes. Students will not be awarded credit for courses they have not registered for by the end of the add/drop period.

**Course Changes**
Students may change their course schedules by adding/dropping until the deadline specified in the academic calendar.

**Registration in Other Fordham Schools**
As part of their degree program, students may register for major and elective courses in GSB, PCS, and FCRH. Any other cross-registration (or intra-university registration) requires the prior approval of an assistant dean at the student’s school of matriculation (home school). Students seeking approval for courses in a major, minor, or program must obtain approval from the academic department or program. Students are expected to take core courses FCLC. Certain major courses that meet core requirements may be taken in another Fordham school if students consult before registration with their class dean. Students may not take more than six courses at the Gabelli School of Business (GSB). Sixty percent of credits taken at Fordham must be taken in the home school.

**Credit/Course Load**
Full-time status is achieved by registering for 12 or more credits per term; part-time status involves a credit load of fewer than 12 credits. Full-time status is needed for financial aid and residential life. The normal credit load per term is five three-credit courses for freshmen and four four-credit courses for juniors and seniors.

Students who have demonstrated their ability to carry a 16-credit course load with at least a 3.000 cumulative GPA may request special permission of an assistant dean to enroll in an additional course. Students paying the flat tuition rate will be charged extra tuition for any credits over 18. (B.F.A. students may register for up to 21 credits without additional charges, and students majoring in natural science for up to 20.) Exceptions: Juniors and seniors who have achieved a 3.700 grade point average (cumulative or for the two preceding semesters) are eligible for a scholarship for a fifth course taken to enrich their academic program. Such scholarship courses and credits may not be used to accelerate graduation, that is, to reduce the number of full-time semesters a student spends at Fordham College at Lincoln Center. B.F.A. students may register for up to 21 credits without additional charges, and students majoring in natural science or registered as prehealth may register for up to 20 credits. The college reserves the right to cancel the registration of students who take more than the maximum credit load without permission.

**Leave of Absence and Readmission**
The leave of absence policy is described in the Academic Programs, Policies, and Procedures chapter of the bulletin.

All former students who wish to apply for readmission may obtain the application form from the Office of Academic Advising (LL804; 212-636-6350).

In addition to the application, a personal statement describing the applicant’s activities while away from college must be submitted. An interview may be required as part of the readmission process.

Readmission decisions are based primarily on the applicant’s previous academic record with the college, although other factors may be considered as well.