



## **CONTINUOUS ENROLLMENT POLICY:**

To be matriculated as a student of Palo Alto University, a student must be “continuously enrolled” in his/her academic program, with one and only one exception: if the student is in receipt of written approval from the University for a leave of absence for a defined period of time or academic quarter(s).

“Continuously enrolled” means that at all times, the student has paid all tuition and fees in full.

Continuous enrollment is defined based on program requirements. Failure to register and pay tuition and fees for any one of the quarters in which the program is in operation without approval in writing for leave of absence is a violation of this policy. Note that not all faculty or courses are available to students in all quarters, so students should plan accordingly.

### Undergraduate Programs:

- Undergraduate day students = Fall, Winter & Spring.
- Undergraduate hybrid students = Fall, Winter, Spring & Summer.

### Masters Programs:

- M.A students = Fall, Winter, Spring, Summer
- M.S. Programs = Fall, Winter, Spring, Summer for 7 consecutive quarters, followed by an extra summer quarter if transitioning into the PhD program.

### Doctoral Programs:

- **PhD** students = Fall, Winter, and Spring. Also includes the summer between 1st and 2nd years in program, any summer when defending Dissertation Proposal or Final Defense and one summer when student is on Internship.
- **PsyD** students = Fall, Winter, Spring and Summer

The Graduate School considers a full course load for Doctoral Programs to be no less than 27 units over an academic year (usually 9 units per quarter in Fall, Winter, and Spring), regardless of whether the student enrolls in the summer quarter or not.

Doctoral students on Internship or completing their Dissertation beyond the 4<sup>th</sup> year in the program are exempt from the 27 unit requirement, and are considered having a full course load with no less than 3 units per quarter.