

## WAIVER OF FULL-TIME STUDY REQUIREMENT

“Full-time study” is defined as enrollment in at least 12 semester hours comprised of general education requirements, major requirements, or specified/general electives during a semester. In such circumstances, students may petition their campus to seek a waiver to the full-time study requirements. High-achieving students with large number of previously earned credits may apply for a waiver to allow courses outside of their program of study to count toward full-time status.

**This full-time study waiver is applicable for NYS Aid programs listed below:**

- Tuition Assistance Program (TAP)
- Regents Awards For Children Of Deceased And Disabled Veterans
- Military Enhanced Recognition, Incentive And Tribute ("Merit") Scholarships
- Veterans Tuition Award
- World Trade Center Memorial Scholarship
- Scholarships For Academic Excellence

**This waiver is not applicable towards the programs listed below:**

- Excelsior Scholarship
- New York State Science, Technology, Engineering And Mathematics Incentive Program (STEM)
- Supplemental Tuition Assistance Program (SUSTA)

Upon review of your application further information may be requested to clarify or support your case. All requests and decisions will be sent to your SUNY Canton email.

**Got Questions?** Contact the Student Service Center at (315) 386-7616

**Continue to Next Page**



**WAIVER OF FULL-TIME STUDY REQUIREMENT**

This form is for those students that were unable to meet full-time eligibility requirements for HESC due to circumstances beyond their control (e.g., having earned advanced placement or other college credits in high school, transcripts showing how transfer credits impacted program of study enrollment, schedules demonstrating courses aren't available during the semester causing sequencing gaps, etc.)

**SECTION A: STUDENT INFORMATION**

Student Name	SUNY Canton ID

**SECTION B: INSTRUCTIONS** (All requirements must be met for your application to be reviewed.)

- ☐ Attach a personal statement detailing why you are unable to meet the full-time requirement due to academic constraints beyond your control
- ☐ Attach the academic plan signed by your academic advisor that shows how you will fulfill degree coursework in your program of study, if granted the waiver. This plan must document a detailed path toward degree completion while maintaining the minimum number of credit hours required for full-time study status toward the approved program of study.

**SECTION C: CERTIFICATION**

By signing below, I certify that the information contained on this form is correct. If changes occur, I will notify Financial Aid in writing. ***Return this form to the student service center (One Hop Shop) with all required documentation.***

\_\_\_\_\_  
Student Signature (required)\_\_\_\_\_  
DateReturn Forms To <https://www.canton.edu/secure/finaid>

## ACADEMIC PLAN

Please work with your Academic Advisor to fill out the courses you plan on taking for the remainder of your degree. This plan should show how you will fulfill degree coursework in your program of study, if granted the waiver. Be sure to maintain the minimum number of credit hours required for full-time study status (12) toward your program of study. *(continued on next page if space is needed)*

### STUDENT INFORMATION

Student Name	SUNY Canton ID

Course Subject and Number	Course Title	Credit Hours	Semester Taking
Ex: BIOL 101	Introduction to Biology	3	Fall 2024

By signing below, I certify that the information contained on this form is correct. If changes occur, I will notify Financial Aid in writing.

\_\_\_\_\_  
 Student Signature (required)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Academic Advisor Signature (required)

\_\_\_\_\_  
 Date

[illegible]