### Information about Holds

<table>
<thead>
<tr>
<th>Hold Type</th>
<th>Instructions</th>
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<tbody>
<tr>
<td>Advising Hold</td>
<td>Students must contact the Advising Center to register or make schedule changes, 970.248.1177.</td>
</tr>
<tr>
<td>Business Office Hold</td>
<td>Students must contact the Student Accounts Office, 970.248.1567.</td>
</tr>
<tr>
<td>College Opportunity Fund Hold</td>
<td>Students need to apply for COF, authorize COF or contact the Registrar’s Office, 970.248.1555.</td>
</tr>
<tr>
<td>LASSI Hold</td>
<td>Students must take the LASSI assessment in the MAVzone. The hold will automatically be removed once the assessment is taken.</td>
</tr>
<tr>
<td>Medical Incomplete Hold</td>
<td>Students must provide a copy of their immunization record to the Registrar’s Office at <a href="mailto:registrar@coloradomesa.edu">registrar@coloradomesa.edu</a> or fax to 970.248.1131.</td>
</tr>
<tr>
<td>SN Hold</td>
<td>Students must verify SSN in their MAVzone on the Student Academics Tab.</td>
</tr>
<tr>
<td>Undeclared Major Hold</td>
<td>Students must see an academic advisor or declare a major before the hold can be removed.</td>
</tr>
</tbody>
</table>

### How many credit hours should I take? (For each semester)

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>Financial Aid &amp; Housing</td>
<td>12 credit hours</td>
</tr>
<tr>
<td>Scholarships</td>
<td>12 or more credit hours</td>
</tr>
<tr>
<td>Four-Year Track</td>
<td>15-16 credit hours per semester</td>
</tr>
</tbody>
</table>

### Terminology

- **Full-Time Schedule**: 12 credit hours a semester is considered full-time for Housing & Financial Aid purposes.
- **Scholarships**: 12 or more credit hours are required for many scholarships.
- **Four-Year Track**: 15-16 credit hours per semester is recommended to graduate on a four-year track in a Bachelor’s degree program.

### Advising & Registration Checklist

- Check holds, major, and advisor on MAVzone
- Take care of any holds
- Declare major/minor if needed
- Get a catalog from the Advising Center or the Registrar’s Office
- Review catalog and course listings on MAVzone
- Get transcripts from MAVzone or Registrar’s Office
- Fill out Program Sheet or view DegreeWorks to see what requirements you’ve completed and what you have left to complete
- Meet with an Academic Advisor in the Advising Center to determine which classes you need
- Schedule major-related courses or pre-requisite courses first
- Fill in holes with Essential Learning courses
- Make sure your schedule meets requirements: credit-hours, times, location, etc.

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#### Part-Time Schedule
To remain eligible for many Financial Aid programs, a minimum of 6 credit hours is required. For more information, contact the Financial Aid Office at 970.248.1396 or coloradomesa.edu/finaid.

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### Terminology

- **Blended Class**: A class that meets in person and online.
- **Co-requisites**: Two courses that must be registered for at the same time (BIOL 101L is a co-req. with BIOL 101).
- **Credit or Semester Hour**: The number of credits awarded for a class; usually corresponds to the amount of time you will spend in the classroom.
- **Essential Learning Classes**: These classes are required lower division classes for Associates and Bachelors degrees.
- **J-Term**: Two-week term in January.
- **Lower Division Class**: A 100 or 200 level course.
- **Mod**: A half semester class (either first half or second half).
- **Pre-requisite**: A course that must be taken prior to taking another course (ENGL 111 is a pre-req. for ENGL 112).
- **Program Sheet**: A list of required courses that are needed to complete a specific degree program.
- **Semester**: The academic year is broken up into three semesters: Spring, Fall and Summer.
- **Upper Division Class**: A 300 or 400 level course.