

Time Management

Suggested Guidelines

Time management is an important tool that students should use to help them be successful in obtaining their educational goals. The following information is a guide for students that need help with time management.

For the Full-Time Student...

Enroll in at least 12 units each semester

For Student Athletic Eligibility...

Enroll in at least 12 units each semester (full-time)

For the Working Student...

If you work: Enroll in no more than:

40 hours per week 6 units
30 hours per week 9 units
20 hours per week 12 units
15 or fewer hours per week 14-16 units