

Excess Hours Overview for Parents

Registrar's Office

August 2026

Objective

- In 2009, the Florida Legislature implemented Section 1009.286, Florida Statutes to encourage students to complete their baccalaureate degree as quickly and efficiently as possible and established an Excess Credit Hour Surcharge.
- The bill requires universities to add a surcharge to each credit hour taken in excess of the total number of credit hours required to complete the degree being pursued.
- The amount in excess of the total hours is calculated based on a percentage defined in the statute and is referred to by UCF as baseline hours limit. The amount charged per credit hour is a calculated amount referred to as the excess hours surcharge.
- Currently, the Excess Hour fee per credit hour is up to \$105.07 (obtained from TF-Undergraduate | Student Account Services (ucf.edu)).

Overview

- The surcharge percentage is **determined by a student's start date**. If a student entered a state university for the first time as an undergraduate student between and including Fall 2009 and Summer 2011, the surcharge is 50% of the normal tuition rate. If a student started in Fall 2011 or later, the surcharge is 100% of the normal tuition rate.

Entered a State University in Florida	Baseline Hours Limit	Surcharge
Before Fall 2009	None	None
Fall 2009 – Summer 2011	120%	50%
Fall 2011 – Summer 2012	115%	100%
Fall 2012 – Spring 2019	110%	100%
Summer 2019 and After	120%	100%

Overview

- **Baseline:** The maximum amount of credit hours a student can attempt to complete a degree before being assessed the Excess Hours surcharge.
- **Examples of student baselines:**

Start Term	Baseline Hours Limit	Excess Hours Baseline for Standard 120 credit degree
Prior to Fall 2009	Exempt	Exempt
Fall 2009-Summer 2011	120%	144 credit hours
Fall 2011-Summer 2012	115%	138 credit hours
Fall 2012-Spring 2019	110%	132 credit hours
Summer 2019-present	120%	144 credit hours

Overview

- Under Florida law, the following credit hours **count** towards Excess Hours:
- Failed courses
- Hours dropped after the drop/add period
- Courses from which a student withdraws
- Repeated courses. Exception: repeated courses for which the student has paid the repeat course surcharge as provided in Section 1009.285, Florida Statutes
- All credit earned at another institution and accepted for transfer and applied towards your major at the time a student was admitted to UCF

Overview

- The law stipulates that the following credits **do not count** towards Excess Hours:
- Credits earned through an articulated accelerated mechanism such as AP, IB, AICE, or dual enrollment
- Medical withdrawals and late drops
- Credit hours required for certification, recertification, or professional certificate programs
- Credit hours taken by active-duty military personnel
- Credit hours required to achieve a dual major taken while pursuing a baccalaureate degree when both majors are completed
- Remedial credits
- Credit hours earned in military science courses that are part of the Reserve Officers' Training Corps (ROTC) program
- Credit hours earned through internship programs

Excess Hours with Change of Major

- When students change their major, it is possible that their new major selection will change which courses are degree applicable.
- Important Notes:
 - Once the original Excess Hours review has been completed, the courses that are determined to be degree applicable will always be included in the Excess Hour Counter even if students change to a major in which they are no longer degree applicable.
 - A students' baseline will remain the same unless they change to a major that requires more credits to graduate.

Excess Hours with Undeclared Students

- A student's Excess Credit Hour counter is determined after completion of a review of their incoming transfer credit and a determination of what is applicable to their declared major or degree program. Since they do not have a declared major, almost everything or everything will count. Once they declare a major, any additional credits that can apply towards the major will be determined and added to their Excess Credit Counter.

Excess Hours for Students Pursuing a Minor or Undergraduate Certificate

- The baseline will not be increased for a minor or Undergraduate Certificate. It is possible that a student will exceed the baseline when pursuing a minor or Undergraduate Certificate and will be required to pay the excess hours surcharge.

Courses that Count Towards Excess Hours

- All courses attempted at UCF (including prerequisites, failed, repeated, withdrawn)
- Graduate courses taken towards the bachelor's degree
- Classes taken at another institution as transient or study abroad

Active-Duty Coursework

- **Per the Florida State Legislation, students who are Active-Duty Military are exempt from Excess Hours for course(s) completed during their term(s) of service. The approved class(es) can be waived on the students' excess hours counter.**
- **Students can submit their DD-214 or a copy of their current orders if they are active-duty to request a waiver.**

Excess Hours Counter

- UCF has developed an Excess Hours Counter for students to track their baseline and hours taken toward the baseline.
- The Excess Hours counters are established for new students by the end of their first Fall or Spring term.
- The Excess Hours counter is updated after the last day to add/drop for the term.
- Students receive an e-mail each semester that they are enrolled in classes to inform them that their Excess Hours counter has been created or updated and to review it.

Excess Hours Counter

- Students may view their Excess Hours Counter at:
- myUCF > > Student Center > Academic Records (tile) > Other Academic Information (left menu) > Excess Hours

* Data does not include future terms and is updated at the end of each term's drop/add deadline.

Empl ID 1234567	Knightro Pegasus	Effective Date 08/24/2016				
Academic Program Information						
Academic Career Undergrad	Academic Plan LIBSTDY-BS Interdisciplinary Studies BS					
Admit Term 1460 Fall 2012	Admit Plan SPREXBS Sport & Exercise Science BS					
Excess Hour Information						
Baseline Hours limit 132.00	Remaining hrs toward baseline 0.00					
Current Hours to baseline 171.00	Billed with excess hrs charges 39					
Courses						
Term	Course ID	Subject Area	Catalog Nbr	Description	Units Taken	Waived
1500	000600	BSC	2010C	Univ Central Florida	4.00	☐
1520	001018	CCJ	3014	Univ Central Florida	3.00	☐
1560	001019	CCJ	3024	Univ Central Florida	3.00	☐
1550	001019	CCJ	3024	Univ Central Florida	3.00	☐
1540	001020	CJE	3444	Univ Central Florida	3.00	☐
1530	005961	LAH	3200	Univ Central Florida	3.00	☐
1530	005963	LAH	3470	Univ Central Florida	3.00	☐
1520	007908	PEL	2111	Univ Central Florida	2.00	☐
1500	007910	PEL	2122	Univ Central Florida	2.00	☐
1490	007911	PEL	2341	Univ Central Florida	2.00	☐
1510	007987	PEO	2011	Univ Central Florida	3.00	☐
1460	007989	PEO	3624	Univ Central Florida	3.00	☐
1460	007993	PEO	3041	Univ Central Florida	3.00	☐
1460	008074	PET	3765	Univ Central Florida	3.00	☐
1470	008087	PET	4401	Univ Central Florida	3.00	☐
1550	008238	PHI	2010	Univ Central Florida	3.00	☐
1560	008240	PHI	2108	Univ Central Florida	3.00	☐
1550	008254	PHI	3700	Univ Central Florida	3.00	☐
1520	009510	SOP	2772	Univ Central Florida	3.00	☐

Excess Hours Counter

- Students should review their counter immediately after it is created and after every update.
- Students should review the list Excess Hours inclusions and exclusions at registrar.ucf.edu/excess-hours
- If the student believes courses should be excluded, they should contact excesshours@ucf.edu and include the course information and the applicable exemption.
- Appeals of the initial counter determination must be received by the end of students' first term at UCF. Appeals of credit hours added to students' counters after enrollment must be submitted within six months of the course being taken.

FERPA and Excess Hours

- The *Family Educational Rights and Privacy Act of 1974*, or FERPA, is the United States federal law that protects student records privacy review and disclosure rights.
- The law guarantees these rights for both current and former UCF students.
- When a student reaches the age of 18 or begins attending a postsecondary institution, regardless of age, FERPA rights transfer from the parent to the student.

FERPA and Excess Hours

- **Students can allow access to their Excess Hours counter to their parents by submitting a Records Release Authorization form:**
 - **Come to the Registrar's Office to complete a Records Release Authorization form. Complete it and turn it into the Registrar's Office with a photo ID.**
 - **Go to my.ucf.edu and sign in using their NID and password. Then go to Student Self-Service > Student Center > Personal Information > Records Release Authorization.**

Excess Hours FTIC Waiver

- Effective July 1, 2018, UCF will refund the assessed Excess Hour surcharge, for up to 12 credit hours, to any student who enrolls at UCF as a first-time-in-college student and completes a baccalaureate degree program at UCF within 4 years after his or her initial enrollment.
- This waiver only applies to students admitted as FTIC students, not to students admitted as transfer students.



Excess Hours Dual Degree/ Double Major Waivers

- For students pursuing a double major/dual degree, it is possible that the student will exceed the baseline and be required to pay the excess hours surcharge prior to graduation.
- Once the double major or double degree has been awarded, the credit hours that apply to the second degree or second major in excess of the baseline will be refunded by Student Account Services.



How Do Students Know if They Qualify for a Waiver?

- The Registrar's Office automatically checks student records for the FTIC and Dual Major/Double Degree waivers.
- If students qualify, they are refunded the semester after their graduation by Student Accounts.



Contact Information

- Please visit <https://registrar.ucf.edu/excess-hours/> for information about the Excess Hours statute and FAQs
- Please contact the Registrar's Office Excess Hours team at excesshours@ucf.edu with any questions.
- Please visit the Registrar's Office, Millican Hall Room 161, to speak with a representative in person.