SEMESTER HOUR OVERLOAD REQUEST

In exceptional cases a student may apply for permission to carry more than seventeen semester hours.

The following regulations apply to all Course Overloads:

- Recommendation of the student's academic advisor or department chair and the approval of the Registrar required.
- Cumulative grade point average of 3.0 required.
- Student must have received no grades of incomplete during the previous two semesters.
- Student is expected to limit outside employment.

State the reasons for requesting this exception:

Name ___________________________ Student Number ___________________________
Email ___________________________ Course section desired ___________________________

Please complete the following information:

____ (check here) I have not received a grade of incomplete during the previous 2 semesters.

I intend to limit outside employment to _________ hours per week.

My cumulative grade point average is: _________

Semester in which overload will be taken:

Total semester hours if overload is granted ____________ Current Class Level (Circle One) FR / SO / JR / SR

Signature ___________________________ Date ___________________________

APPROVAL:

Department Chair or Advisor ___________________________ Date ____________
Registrar's Signature ___________________________ Date ____________