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 __________________________________________

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 ________