

# 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 \_\_\_\_\_