



Student Name: _____ **SID:** _____

Enrollment in credit hours in excess of the following regular loads requires departmental approval.

Category	Fall/Spring		Summer	
	Regular	Maximum	Regular	Maximum
HS Concurrent+	19	21*	9	12*
Undergraduate^	18	21*	9	15*
Second Bachelors	18*	21*	9	15*
Masters	14	18*	9	12*

+HS Concurrent loads are calculated as: (# High School courses x 3) + college credit hours. ^UG Students with a 3.00+ gpa may be approved by the Registrar's Office. *All overload enrollments are processed in the Registrar's Office (A100) once approved. Students may not enroll in over 9 hours per any 7 week term. Any loads in excess of the above maximums must be approved by the Office of Academic Affairs (A307). Students will not be approved for an overload exceeding 150% of the length of the term.

Semester: Fall Spring Summer Year _____ **Total Credit Load Requested:** _____

Are you: HS Concurrent Undergrad/2nd Bach Masters **Total Hours Earned:** _____

Overall GPA: _____

Do you plan to graduate this semester? Yes No

Course(s) Requested: - -
(Dept/Number/Sect)

- -
 - -

HS Concurrent Students Only

ACT Composite: _____

HS Rank: _____

HS GPA: _____

Reason for request:

Student Signature: _____ **Date:** _____

Comments: _____

Academic Advisor: _____ **Date:** _____

Department Chair: _____ **Date:** _____

Academic Affairs/VPAA (if req'd): _____ **Date:** _____

*** If overload is approved, please forward to Registrar's Office for processing. ***

This approval only applies to adding course(s) for an overload. If course is closed, requires permission, or has prerequisites, the department chair must indicate their approval to override those requirements also.