



OVERLOAD AUTHORIZATION

Enrollment in more than 18 credit hours in a given semester is defined as an overload. Both resident and extended studies courses are counted in the credit-hour total.

Students who have earned 15 or more semester credit hours and have a grade-point average of 3.000 or greater are eligible to enroll for an overload.

Overloads must be authorized by student's faculty advisor and department chair (or dean if the advisor is the department chair). **Both signatures are required.** Appeals may be made to the dean of the college of the student's major. **Under no circumstances may a student enroll for more than a total of 25 semester credit hours in a single semester.**

Name: _____ PID: _____

Cumulative GPA: _____ Hours Earned: _____ Is course to be added an Extended Studies course? Yes ___ No ___

Authorized to enroll for _____ additional hours, for a total of _____ hours for the _____ term.
semester/year

Approval:

Faculty Advisor: Yes No Signature: _____ Date: _____

Department Chair: Yes No Signature: _____ Date: _____
(Or Dean if Advisor is the Dept. Chair)

Dean's Signature: Yes No Signature: _____ Date: _____
(If low GPA appeal approved)

Return form to Registrar's Office (ADM 202) for processing.

Revised 1/15/15



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