Academic Load Policy Exception Request Form

Graduate students may not enroll for more than 15 graduate credits in the fall or spring semester or for more than 15 credits in the two summer sessions combined. If fully approved, this form will be sent to the Registrars Office and the student will be enrolled in the course(s) listed below.

Student: ____________________  Signature: ____________________  ID#: ______________

Email: ____________________  Cumulative GPA: ______________

Requested Exception:

Semester: ________  Year: __________

Total number of credit hours planned for the semester (including any course(s) listed below):

____ undergraduate credits  ____ graduate credits

List the course designator and number (e.g. ENG 510), course section number (e.g. 22407438), and credit hours for each course beyond the allowed 15 credit hours.

Course: ______________  Section Number: ______________  Credit(s): ______
Course: ______________  Section Number: ______________  Credit(s): ______
Course: ______________  Section Number: ______________  Credit(s): ______
Course: ______________  Section Number: ______________  Credit(s): ______
Course: ______________  Section Number: ______________  Credit(s): ______
Course: ______________  Section Number: ______________  Credit(s): ______

Required Approvals:

Advisor
Name: ____________________  Signature: ____________________  Date: __________

Graduate Studies
Name: ____________________  Signature: ____________________  Date: __________