Exception to the Academic Load Policy
(Request for undergraduate students)

No Undergraduate students are permitted to be enrolled in more than 21 credit hours
without an exception granted by the Dean/Dean Designee

Student Name _____ Student ID Number _____

Phone _____ Email _____

Total Semester hours enrolled _____ Cumulative GPA _____

Semester/year which exception is being requested _____
(i.e., Spring 2024)

If an exception is granted, the total number of hours for this semester _____

Course information for the request:

Course Designator & Number _____ Section Number _____
(i.e., ENG 101) *(i.e., 22450830)*

Course Designator & Number _____ Section Number _____
(i.e., ENG 101) *(i.e., 22450830)*

Course Designator & Number _____ Section Number _____
(i.e., ENG 101) *(i.e., 22450830)*

What is your rationale for this exception?

_____

_____

_____

_____

Student Signature _____ Date _____

Dean/Designee Signature _____ Date _____
(College of Major) (REQUIRED)

Dean/Designee Printed Name _____

Send Completed/Signed Form to:

Registrar's Office
Warriner Hall 212
Email:records@cmich.edu   Phone: (989) 774-3261

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