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): _____

Required Approvals:

Advisor

Name: _____ Signature: _____ Date: _____

Graduate Studies

Name: _____ Signature: _____ Date: _____