



Course Load Request

453.37

Instructions: This form is to be used by undergraduate and graduate students who wish to request permission to increase their maximum course load. Undergraduate students must have at least a 3.0 CGPA to take more than 18 hours during a semester, and graduate students must have at least a 3.0 CGPA to take more than 15 hours during a semester. Please print and return completed form to the Registrar's office.

Please Print Clearly

Full Name: _____ Student ID Number: _____
Program Director: _____ Semester: _____

College Level:

- ☐ Freshman ☐ Junior ☐ Graduate
☐ Sophomore ☐ Senior

Current or most recent Fall/Spring semester: _____ Credit Hours: _____ CGPA: _____

Requested Course Load: _____

If the Course Load Request is approved, the increased course load will remain in effect as long as the student maintains a CGPA of at least 3.0. If the student's CPGA goes below 3.0, the course load will be reduced to 15 credit hours for undergraduate students or 12 credit hours for graduate students.

Required Signatures (must be signed in the following order):

Student:

Signature _____ Date _____

Program Director:

Signature _____ Date _____

Office of Academic Affairs:

Signature _____ Date _____

Registrar:

Signature _____ Date _____

OFFICE USE ONLY

Status Record Updated in SONIS: _____ Date: _____