Request for Overhours

NOTE: Students who are granted permission to take overhours will NOT be granted permission to drop a course (or courses) after the drop deadline.

Name: ___________________________  ID #: ___________________________

Current GPA: ______  Total Hours Requested: ____  Term and Year: ________________

1. If your GPA is ABOVE 3.4, there is no credit hour restriction for overhours.
2. If your GPA is between 3.0 and 3.4, you may request 22 hours for Fall or Spring term.
3. If your GPA is between 2.5 and 3.0, you may request 20 or 21 hours for Fall or Spring term.
4. If your GPA is 2.5 or above, you may request overhours for the summer.

Please Note:

- Both the Course Request and Drop/Add web process check for the defined maximum hours of enrollment.
- Going above these maximums requires the academic dean’s permission.
- Undergraduates may enroll without permission in 19 hours.
- Summer maximums are 9 credits.

List all courses requested for the Term (including overhours)

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Course #</th>
<th>Hours</th>
<th>Opt.</th>
<th>Reason for Request</th>
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Total Hours: ______  ____________________________  Student Signature

Academic Advisor’s Comments or Recommendation: ______________________________________
__________________________________________________________
__________________________________________________________________________________

Advisor’s Signature: ___________________________

Director’s Signatures: _________________________

Approved

Disapproved