

POLICY AND PROCEDURES

- Students must complete this form if they wish to enroll in more than 18 credits in a specific term.
- Any undergraduate student enrolling in excess of 18 credits is subject to a per credit tuition overload fee. If applicable Seniors can reach out Student Financial Services to be considered for a fee waiver.

STUDENT INFORMATION

Last Name: _____ First Name: _____ PRN: _____

Email Address: _____ Expected Graduation Year: _____

SECTION I: COURSE INFORMATION

Term: Summer _____ Fall _____ Spring _____ Year: 20_____

List ALL classes you would like to take this semester:

Course Number (CRN)	Course Name/Description	Credits

Total Credits: _____

SECTION II: APPROVALS (Font signature NOT accepted)

Student's Signature: _____ **Today's Date:** _____

Advisor's Signature: _____ **Today's Date:** _____

Academic Dean's Signature: _____ **Today's Date:** _____

(required for approvals for 21 or more credits ONLY)