

UNDERGRADUATE CREDIT OVERLOAD REQUEST FORM

Undergraduate students are eligible to enroll in 18 or fewer credits without additional consideration. Students who want to enroll in 19-27 credits must complete the form below, which includes getting a signature from their academic advisor of record, and meeting with the Student Advising Director in the college/school of their major.

For additional information about related to the University's policy, go to <https://link.mnsu.edu/overloadpolicy>.

Student Name: _____ Star ID: _____

Email address: _____ Phone number: _____

Major: _____ Minor (if applicable): _____

Number of credits completed: _____ Current cumulative GPA: _____

I request permission to enroll in a total of _____ credits in _____ term, 20____.

Course(s)/Credit(s) in excess of 18 credits: _____

Reasons seeking overload: _____

Student signature: _____ Date: _____

To be completed by academic advisor of record (or department chair in advisor's absence):

Recommendation: DROP DOWN

Recommendation notes: _____

Signature: _____

Name: _____ Date: _____

To be completed by Student Advising Director (or designee) in the college/school advising center of student's major, or Assistant Director, University Advising Center if the student is undecided about major.

My signature below verifies that the student and I met and discussed the workload implications and additional tuition/fee costs associated with the requested overload.

Registration appeal was also discussed as follow-up the student will need to take. This includes getting electronic permission from the appropriate faculty, and completing the electronic form found [here](#).

Signature: _____

Name: _____ Date: _____

Completed forms processed and maintained by the Student Advising Director in college/school advising center for 3 years.