 Office of the Registrar

PO Box 4103

Flagstaff, AZ 86011

928-523-5490

Fax: 928-523-1414

[Registrar.Enrollment@nau.edu](http://www.nau.edu/registrar)

**Unit Load Override Approval Form**

Undergraduate/Graduate Students

This form is to be used by students wishing to enroll in an overload of credit hours/unit for a term or session. Complete this form and obtain required signature(s) for approval. **Submit the approved form along with a completed Enrollment (Add)/Drop Request form to the Office of the Registrar or an approved enrollment site for processing.**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Undergraduate  Graduate ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cum. Units Completed\_\_\_\_\_\_\_\_\_\_\_\_ Cum. GPA:\_\_\_\_\_\_\_\_\_\_\_\_\_ Academic Plan:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reasons for a unit load override**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| ***UNDERGRADUATES ONLY***Advisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **TOTAL NUMBER OF UNITS APPROVED FOR TERM(s):** \_\_\_\_\_\_\_\_\_\_\_ **TERM(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Spring/Fall Term**: 19 Total Term Units Allowed **Winter Term**: 4 Total Term Units Allowed  20 units – 2.95 GPA recommended 5+ units – No Overrides Granted  21 units and above – 3.20 GPA recommended  24+ units – No Overrides Granted  **Summer Term:** 16 Total Term Units Allowed  17 units – 2.95 GPA recommended  18 units and above – 3.20 GPA recommended  21+ units – No Overrides Granted  **Summer Session Unit Limits:** No Overrides above the units listed in the chart below will be granted.   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **3 Week** | **5 Week** | **7.5 Week** | **10 Week** | **12 Week** | **DD Session** | | 4 Units | 11 Units | 11 Units | 16 Units | 20 Units | 7 Units | |
| *GRADUATES ONLY* Advisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Dept. Chair Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Associate Dean/Grad College Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Department Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Graduate students must have a 3.0 or higher grade point average. Overloads above 21 credit hours/units for fall & spring terms, 16 hours for summer term, and 4 hours for winter term will not be approved.  **TOTAL NUMBER OF UNITS APPROVED FOR TERM(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **TERM(s):**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |