

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: _____

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
 20 units – 2.95 GPA recommended
 21 units and above – 3.20 GPA recommended
 24+ units – No Overrides Granted

Winter Term: 4 Total Term Units Allowed
 5+ 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): _____