

DICKINSON STATE UNIVERSITY
Application for Excess Load

STUDENT IS RESPONSIBLE FOR PRINTING AND ATTACHING UNOFFICIAL TRANSCRIPT TO THIS FORM. THE ADVISOR WILL VERIFY THE STUDENT'S CUMULATIVE G.P.A.

MINIMUM CUMULATIVE G.P.A OF 3.00 IS RECOMMENDED FOR EVERY EXCESS LOAD REQUEST.

New first-time freshmen are not permitted to take excess load credits during their first semester at Dickinson State University.

The normal load for a semester is 16 credit hours (summer session, seven hours). Students can enroll for a maximum of 18 hours without an advisor's signature. Enrollment for any additional credits beyond 18 credit hours (19-21 credit hours, summer session 8-9 credit hours) **requires the signature of the advisor and the appropriate department Chair.**

No student should take more than 21 credit hours in a regular semester (9 summer session). Waiver of 21 maximum credit rule may be granted only by the College Dean if recommended by the Department Chair. **A waiver may be granted for extenuating circumstances, however a student will not be permitted to register for more than 23 credit hours (9 summer session) in any term.**

The student is expected to fill in the requested information before obtaining signatures of advisor and department Chair, and college Dean (when required). **Application or Excess Load form must be returned by DSU faculty or staff. THIS FORM WILL NOT BE ACCEPTED FROM THE STUDENT.**

Name _____ EMPLID# _____ Date _____

Year in College _____ Anticipated Graduation Date _____

Cumulative G.P.A. _____ Last Semester G.P.A. _____

Total hours requested for this semester _____ Term Requested _____

Reason for requesting excess load:

Course in which student is to be enrolled:

Course Prefix	Course Number	Class Number	Course Title	Credits

 DATE _____
SIGNATURE OF ADVISOR (REQUIRED) --- INDICATES APPROVAL OF REQUEST

 DATE _____
SIGNATURE OF MAJOR DEPT. CHAIR (REQUIRED) --- INDICATES APPROVAL OF REQUEST



Approval and signature of College Dean is required when requesting over 21 credit hours.

Signature of College Dean: _____ Date: _____