

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.

UNDERGRADUATE STUDENTS

The normal load for a semester is 16 credit hours (summer session, 12 credit 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 13-15 credit hours) **requires the signature of the advisor and the appropriate department Chair(s).**

Students should not take more than 21 credit hours in a regular semester (15 summer session). A waiver of restrictions (hours/GPA) can be granted by the college dean if recommended by the department chair for up to 23 credit hours for a regular session and up to 16 credit hours for summer session.

GRADUATE STUDENTS

The maximum per semester credit for a graduate student is nine semester hours for fall and spring, (seven credits for summer term). Enrollment for additional credits beyond 9 credit hours, (seven credit hours for summer term) **requires the signature of the graduate advisor.**

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 _____

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: _____