



Office of the Registrar
Request for Course Overload

CWID: _____
Last Name First Name MI

Course: _____ Major: _____
CRN/Subject/Course Number/Section

Graduation Date: _____
Fall/Spring/Summer Year

Student Type: College Transfer Program Graduate

This course will increase the total number of registered hours to _____ credit hours.

Justification for overload request:

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Program Coordinator Signature: _____ Date: _____

Associate Provost Signature: _____ Date: _____

Course Load Policies

The maximum course load (credit hours) which will be approved for either fall or spring semester is 22 (undergrad) and 12 (graduate), except for the following provision:

Undergraduate Students with a cumulative GPA of at least 3.000 on at least 24 semester hours of work at The Citadel, or any student within 24 hours of graduation may attempt 23 or 24 hours with the following stipulations:

- a. Advisor approves
- b. Program Coordinator approves
- c. If the student has any grade below a 'C' at midterm, the student may be counseled by the Associate Provost for Academic Enrollment Management to reduce his/her load to 22 or fewer hours by withdrawing from a course or courses.
- d. This provision does not apply to summer session of Maymester.

Students will not be allowed to enroll in 25/15 (undergraduate/graduate) or more hours during fall or spring semester.

Office Use Only

Recorded to Banner: _____
Initials Date