 **Course Overload Petition**

**DEADLINE**: All petitions must be submitted at least one week prior to the session for which it is being requested.

**NON-DEGREE**: Non-degree students may enroll for a maximum of 8 credits in the fall or spring semesters.

**GPA REQUIREMENTS**: Fall or Spring: 19 hours = 2.5 or higher; 20-21 hours = 3.0 or higher; 21+ hours= 3.4 or higher

Summer A/B: 8-9 hours = 3.0 or higher; 9+ hours = 3.4 or higher

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| **Name** | **ASU ID (10-digit ID)** | **Course Overload Request Term**  Fall  Spring  Summer Total Hours Requested: |
| **ASU E-mail** | **Expected Current Term GPA** | **Do you need an overload to graduate by a certain date?**  Yes  No  **Are you taking any research, internship, or thesis credit?**  Yes  No | |
| **Telephone** | **Total ASU Credits** |

**Explain why you need this overload and how you will manage this increase in workload.**

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**List courses for which you are already registered in the term you are requesting the overload.**

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| Course and Class # (i.e. ENG 101, 45321) | Credit hours | Session |
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**List the additional courses that you want to add to your schedule if this overload petition is approved.**

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| Course and Class # (i.e. ENG 101, 45321) | Credit hours | Session |
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**SUBMISSION**: Submit your completed form to your departmental advising office. Any petitions for over 21 credits are reviewed by the Office of Student and Academic Programs (OSAP). You will receive a response to your ASU e-mail account within 5 business days.

For College Use:  Approve  Deny Signature: Date: