

AREA OF RESPONSIBILITY: DIVISION OF ACADEMIC AFFAIRS
RESPONSIBLE CONTACT: UNIVERSITY REGISTRAR
POLICY IDENTIFICATION: COURSE OVERLOAD
EFFECTIVE DATE: 1/08/04
REVIEWED: 1/30/09
LAST REVISED: 06/2024

A course overload is 18 or more credit hours taken by a student in each semester. The student must obtain the Overload Form from the respective department of the course. A student who wishes to take 18 credit hours must have a cumulative GPA of at least a 3.0 and written permission from the department chair. A student who wishes to take 19 - 20 credit hours must have a cumulative GPA of 3.0 and written permission from the Dean. Students who wish to take 20 or more credit hours must likewise have a 3.0 GPA, written permission of the Dean, and the approval of the Provost.

Once the appropriate signatures have been obtained, the Overload Form must be submitted to the Office of the Registrar so that the student may be registered into the approved course. Any overload of courses will increase the final tuition bill for the student.