

**UNIT LOAD OVERRIDE APPROVAL FORM
Undergraduate/Graduate Students**

This form is to be used by undergraduate students wishing to enroll for more than **19** term hours and by graduate students wishing to enroll for more than **16** term hours for the fall or spring terms. Overloads above 24 hours will **not** be approved for undergraduate students. Overloads above 21 hours will **not** be approved for graduate students. Complete this form and obtain required signature(s) for approval. **Submit the approved form along with a completed Enrollment (Add)/Drop Request form to the Office of the Registrar or an approved enrollment site for processing.**

Student's Academic Career: Undergraduate Graduate

Name _____ ID# _____

Cum. Units Completed _____ Cum. GPA _____ Academic Plan _____

Reasons for a unit load override: _____

Student's Signature: _____ Date: _____

UNDERGRADUATES ONLY

Advisor Signature: _____

Department Stamp: _____ Date: _____

Undergraduate grade point average recommended for a unit load override:

- 20 units – 2.95 Grade Point Average
- 21 units and above – 3.20 Grade Point Average
- Over 24 units – Absolutely Not

TOTAL NUMBER OF UNITS APPROVED: _____ **TERM:** _____

GRADUATES ONLY

Advisor Signature: _____

Department Stamp: _____ Date: _____

Dept. Chair Signature: _____

Department Stamp: _____ Date: _____

Associate Dean/Grad College Signature: _____

Department Stamp: _____ Date: _____

Graduate students must have a 3.0 or higher grade point average.

TOTAL NUMBER OF UNITS APPROVED: _____ **TERM:** _____

Processed by: _____ **Dept:** _____ **Date:** _____