Request to Increase Course Load

STUDENT NAME: _________________________________ Date: ___________________

(please print)

Students may seek permission to enroll in five (5) courses during an academic term by petitioning the Academic Dean. To do so, the student and the student’s advisor must complete the following form. Please attach (1) the student’s transcript and (2) the ISIS grade summary sheet for the current semester.

Student’s current cumulative GPA, as listed on the student’s transcript: _____________

Please list the student’s proposed schedule for the academic term in which the student wishes to increase his or her course load:

Course: ____________________________
Course: ____________________________
Course: ____________________________
Course: ____________________________
Course: ____________________________

To the Advisor:
Please provide the rationale for increasing the student’s course load. Please do not sign this form if you believe that an increased course load will negatively impact the student’s academic performance:

___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Signed by:

Student: ________________________________ Date: ___________________
Advisor: ________________________________ Date: ___________________
Academic Dean: _________________________ Date: ___________________

Please return completed form to the Registrar’s Office, 237 Student Center.

For Registrar's Office Use Only: Received: _________________ Recorded: _________________