

Office of the Registrar Undergraduate Overload Approval Form Fall/Spring Semester

Students requesting to take 20-21 hours who do not have a 3.30 overall GPA need approval from the Advisor, Department Head, and the Dean of your major.

Students requesting to take over 21 hours regardless of overall GPA need approval from the Advisor, Department Head, and Dean of your major.

PROCEDURE:

- 1. Student completes form and obtains signatures.
- 2. Student returns completed form to Office of the Registrar.
- 3. Office of the Registrar will enter maximum hours approved for registration in the student information system.
- 4. Student registers for course(s) on TopNet.

Student Name:			Student ID:				
Home Phone:	Cell P	Cell Phone:		Work Phone:			
Total Credit Hours Fall/	Spring Semester:						
Course(s) Involved in C	overload						
Term/Year:	CRN#:	Course ID:	Subject	Course	Section		
Term/Year:	CRN#:	Course ID:	Subject	Course	Section		
		Studer	nt GPA:				
		Anticip	oated Date	of Graduation:			
Brief Explanation for o	verload:						
			Adviso	r Signature			
			Depart	ment Head Signatı	ıre		

Dean Signature_____

Revised 6/2015

Office of the Registrar, Potter Hall 216, 1906 College Heights Blvd. #11017, Bowling Green, KY 42101-1017 Phone: 270.745.3352 Fax: 270.745.4830