

# CU Colorado Springs **UNDERGRADUATE** Overload Approval Form

(Refer Graduate students to their department)

Spring or Fall request for more than **18** hours

Summer request for more than **12** hours

Name \_\_\_\_\_ Student ID # \_\_\_\_\_ Phone# \_\_\_\_\_

College \_\_\_\_\_ CU GPA \_\_\_\_\_ Semester: *Fall* *Spring* *Summer* \_\_\_\_\_  
(check one) (year)

Total Hours Requested \_\_\_\_\_

Will any of these hours be taken in the interim? **Yes** **No** If yes, how many? \_\_\_\_\_

Reason for Request: \_\_\_\_\_

I understand that a student's registration is limited, based on reasonable expectations for student performance. Yet, I request approval to exceed that maximum. I accept responsibility for my decision to attempt a course schedule which exceeds recommended limits and I have carefully considered my personal, work, and academic commitments.

I have also read and understand appropriate deadlines for dropping, changes to no-credit, Pass/Fail, and withdrawing from the University and understand that I must abide by these deadlines.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Dean/Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_ Received by \_\_\_\_\_

## **Before a credit overload will be considered, the student needs to have a current UCCS GPA**

### STUDENTS IN THE COLLEGE OF **LAS**

If the request is for more than 21 hours in the fall or the spring, or for more than 15 hours in the summer, this form needs to be approved by the LAS Dean in Columbine Hall #2025. After approval, return this form to Academic Advising in Main Hall #208.

### STUDENTS IN THE **SCHOOL OF PUBLIC AFFAIRS**

If the request is for more than 21 hours in the fall or the spring, or for more than 15 hours in the summer, this form needs to be approved by the Director of the Criminal Justice Program, in the Academic Office Building, #306. After approval, return this form to Academic Advising in Main Hall #208.

### STUDENTS IN THE COLLEGE OF **BUSINESS**

This form needs to be approved by a Business advisor in Main Hall #208.

### STUDENTS IN THE COLLEGE OF **ENGINEERING**

If the request is for more than 21 hours in the fall or the spring, or for more than 15 hours in the summer, this form needs to be approved by the appropriate Engineering chair for your major. After approval, return this form to Academic Advising in Main Hall #208.

### STUDENTS IN THE COLLEGE OF **EDUCATION (post-baccalaureate certifications)**

If the request is for more than 21 hours in the fall or the spring, or for more than 15 hours in the summer, this form needs to be approved by Education Dean in Columbine #3023F. After approval, return this form to Academic Advising in Main Hall #208.

### STUDENTS IN THE **DEPARTMENT OF HEALTH SCIENCES**

If the request is for more than 21 hours in the fall or the spring, or for more than 15 hours in the summer, this form needs to be approved by the chair of the Health Care Sciences department in University Hall #208. After approval, return this form to Academic Advising in Main Hall #208.