

EBERLY COLLEGE OF ARTS AND SCIENCES

West Virginia University Course Overload Petition (Undergraduate)

This form is required for undergraduates who are requesting to register for more than 20 credit hours during the fall/spring and more than 14 credit hours during the summer. This form must be completed by the student with a recommendation by his/her advisor and approval from the Assistant/Associate Dean. For requests to register for more than 21 credit hours during the fall/spring and more than 15 credits during the summer, the request must also be approved by the Associate Provost for Undergraduate Academic Affairs.

Student's Name (print):		ID#:		
Address:		Phone:		
Address:		Email:		
Expected Date of Graduation:		Major:		
Reason for making request:		Circle Appropriate Semester Fall Spring Summer I Summer II		
		Courses to be taken		
		Courses	Credit Hours	
Student's Signature:		Total Credit Hours		
IMPORTANT: THIS PORTION MUST BE COMPLETED BY STUDENT'S ACADEMIC ADVISOR				
Note: <u>No requests</u> will be considered unless the student has a minimum overall GPA of 3.0, is a graduating senior, has a minimum 90% completion rate, and the courses are degree pursuant.		Department:		
		Campus Phone:		
Advisor's name (print):				
Campus Address:				
Advisor's comments:				
Previous Two Semesters Academic Progress				
Semester	Hrs Attempted	Hrs Completed	Semester GPA	Overall GPA
Cumulative to Date				
Advisor Recommendation:		Recommended	Not Recommended	
Advisor's Signature:			Date:	
Assistant/Associate Dean Decision:		Approved	Denied	
Assistant/Associate Dean's Signature:			Date:	
Associate Provost for Undergraduate Academic Affairs' Signature:			Date:	