

# GRADUATE STUDENT PETITION FOR ACADEMIC OVERLOAD

Note: Undergraduate, Credential, 2<sup>nd</sup> Bachelors and Post-baccalaureate Students not accepted into a Graduate (Master's degree) program must complete an Academic Overload petition in the Registrar's Office, Joyal Administration Building, Room 106

### Instructions to Graduate (Master's degree) Students:

1. To enroll in 17-21 units, demonstrate a cumulative GPA of 3.0 or better.
2. Complete the information as requested.
3. Submit the form to your Graduate Degree Program Coordinator for his/her signature.
4. Return the completed form to the Division of Research and Graduate Studies, Frank W. Thomas Building, Room 130 (Mail Stop TA 51).

Note: Petitions are processed once Open Registration period begins. You will be notified by e-mail when your petition has been approved. You must add the additional units yourself on-line.

NAME \_\_\_\_\_  
Last First Middle

ID# \_\_\_\_\_ PHONE \_\_\_\_\_ SEMESTER \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

I hereby request permission to register for a total of \_\_\_\_\_ units. My desired program of courses this semester is as follows:

COURSE & COURSE #	UNITS	COURSE & COURSE #	UNITS
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

My reason for this request is as follows:

Date \_\_\_\_\_ Student's Signature \_\_\_\_\_

### For Faculty Use:

Departmental Recommendation: Based upon the information supplied by this student, I recommend that he/she be permitted to enroll for a maximum of \_\_\_\_\_ units.

Date \_\_\_\_\_ Graduate Coordinator's Signature \_\_\_\_\_

### For Graduate Division Only

Student's GPA \_\_\_\_\_ Student's Status: Cond. Class. \_\_\_\_\_ Class \_\_\_\_\_ Advanced \_\_\_\_\_

Action Taken: Approved (Date) \_\_\_\_\_ Initials \_\_\_\_\_ Denied (Date) \_\_\_\_\_ Initials \_\_\_\_\_

Term activation \_\_\_\_\_