

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
		Courses to be taken		
		Courses	Credit Hours	
Student's Signature:		Total Credit Hours		
IMPORTANT: THIS PORTION MUST BE COMPLETED BY STUDENT'S ACADEMIC ADVISOR				
Advisor's name (print):		Department:		
Campus Address:		Campus Phone:		
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: