



# Saint Joseph's University Course Overload Request Form

Date: \_\_\_\_\_ Current Term: \_\_\_\_\_ Class Year: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Major: \_\_\_\_\_ Current College:  College of Arts & Sciences  Haub School of Business

1. I request to take a SIXTH course:

CRN	Course #	Sec.

For the following reason(s): \_\_\_\_\_

\_\_\_\_\_

I understand that there will be an additional tuition charge for a sixth course (please see Hawk Central (BL 121) for information on the exact amount that will be charged)

I understand that permission to take a sixth course requires a superior academic record; exceptions *may* be made at the discretion of the dean's office

Signature of Student: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_ GPA for past two semesters: (1) \_\_\_\_\_ (2) \_\_\_\_\_

2. Completed by your **ADVISOR**:

Request has been discussed with the student and is:  recommended  not recommended

Comments: \_\_\_\_\_

\_\_\_\_\_

Signature of Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

3. Completed by the **ACADEMIC DEAN**:

- **CAS** students may drop off this form in the **CAS Advising Support Center (BL 117)**
- **HSB** students may have this form signed in the **William F. Leahy Advising Center (MV 150)**, and then take it to **Hawk Central (BL 121)**

Request has been:  approved  not approved

Comments: \_\_\_\_\_

\_\_\_\_\_

Signature of Academic Dean: \_\_\_\_\_ Date: \_\_\_\_\_