



MarymountManhattan

Office of Academic Advisement Request for Course Overload

This request must be submitted with your registration form at the time you register.

STUDENT'S NAME: _____

MMC ID#: _____

SEMESTER/TERM REQUESTING OVERLOAD: _____

CURRENT GPA: _____

Maximum Course Load per Term

- Fall/Spring Semester: Students with a 3.0 GPA or higher are allowed to take up to 18 credits per semester. **If they wish to take over 18 credits, this form must also be signed by an Academic Advisor.** Students with less than a 3.0 grade point average cannot register for more than 17 credits. **If they wish to take over 17 credits, this form must also be signed by an Academic Advisor.**
- January term: 3 credits
- Summer terms: 6 credits per term

PROPOSED COURSE SCHEDULE

CREDITS

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____

TOTAL CREDITS: _____

REASON FOR REQUEST:

APPROVALS

I have met with the above-named student. I believe that they are capable of successfully completing the program specified above. I would recommend that approval be granted for this overload request.

FACULTY ADVISOR SIGNATURE: _____ DATE: _____

ACADEMIC ADVISOR (if required): _____ DATE: _____