



MBA ACADEMIC AFFAIRS

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REQUEST FOR CREDIT OVERLOAD

NAME: _____ (Last) (First)

N number: _____ GPA: _____

E-mail: _____

Total number of credits you will be enrolled in _____

Semester (check one) [] Fall 201_____ [] Spring 201_____

Course Number: _____ Course Title: _____ Professor: _____

In extreme circumstances, students may be permitted to take more than 15 credits in a given semester.

Approvals will only be considered if:

- The student has a grade point average of at least 3.0.
• Has met all core requirements

I agree to the following:

- 1. Students must hold a course load of 15 credits per semester
2. Students must maintain a minimum 3.0 GPA to be granted a credit overload
3. Students must follow the block schedule as indicated.
4. Students must enroll in a minimum of 12 credits every semester and pay flat rate tuition fees to maintain full time status as required by the full time program.
5. Standard tuition refund and scholastic standing policies are in effect regardless of credit load.
6. If a student withdraws from any additional credits after the 100% tuition refund date, they will not be eligible to request a credit overload in subsequent semester.
7. Students are prepared for a very challenging workload.
8. Students may overload in only one semester
9. Change of status may result in additional prorated tuition charges.
10. Students are only permitted to lottery for a total of 60 credits. Any additional credits above 60, must be added during the add/drop period.

You must submit a written academic plan on how you intend to complete your course work. Please note, credit overloads will be contingent upon review of your cumulative GPA.

Student signature: _____ Date: _____

Advisor signature: _____ Date: _____

Cc: Student
Student file (original)