

REQUEST FOR ENROLLMENT OVERLOAD

**J. B. SPEED SCHOOL OF ENGINEERING
Graduate School: Master of Science/PhD**

The maximum number of hours that may be taken in a regular semester is 12; or 15 hours if 3 or more hours are research credit. The maximum number of hours that may be taken in the summer session (both terms) is 12, including research hours. If your request is for more than 15 hours in the fall or spring or more than 12 hours in the summer, you must request an overload using a variance form. Contact your department for more information regarding submitting a variance.

Student's Name _____ ID # _____ Enrollment Status
 Master of Science Ph. D.

Semester Fall Spring Summer _____ Number of currently enrolled research hours 0 1 2 3
Year

Department
 CHE CEE CSE ECE IE ME

Course Request for overload _____ Credit Hours _____

Please provide justification for the request in the following space (attach additional information is necessary)

Department Signature _____ Date _____

Associate Dean for Academic Affairs _____ Date _____ Approved Denied