

Overload Request Form

A maximum load of 18 semester credit hours has been established for undergraduate students. For the summer session this maximum will be 9 semester credit hours. Students must obtain special approval from their college for any hours above these maximums. If the overload request is approved, a student will be able to register two weeks prior to the semester starting.

The following information, provided by you, will be reviewed. If the request is approved, an authorization will be issued.

Student Information:	
Name: _____	Banner ID#: _____
Phone Number: _____	UNM Email: _____
Date: _____	Semester Overload is Needed: _____
Major: _____	Cumulative GPA: _____
Anticipated Graduation Date: _____	Total credit hours over 18 requested: _____
Reason for Request: _____	

Please list your current course(s) schedule and the additional course(s) you would like to take below:

Course: Example: Psychology 105	Credit Hours: Example: 3

Total hours: _____

Please note:

- Students must have completed at least 30 hours before consideration of an overload request.
- Students must have a 3.0 GPA or higher, or they will have to meet with their advisor to discuss their request, and the form will need to be reviewed by a supervisor of advisement.
- Any student requesting more than 24 hours in a semester **MUST** meet with their advisor to discuss the request.
- Students must register for courses themselves. Additional tuition will be charged for non-resident graduate and non-degree graduate students per credit hour at and above 19 hours.

Received By: _____ A&S