



Credit Overload Request

To request registration above standard semester credit maximums:

Fall & Spring (Undergraduates): 18 credits

Fall & Spring (Graduate & Doctoral): 15 credits

Summer (all student levels): 14 credits

Winter Intersession (all student levels): 4 credits

Part One: Student Information

Name: _____

Student ID#: _____

Major: _____

Credit Hours Completed: _____

Part Two: Course Information & Dean's Office Approval

Semester: _____ Total credits I intend to carry this semester: _____

CRN (5-digits)	Subject	Course #	Course Title	Credits

Reason for Overload:

Dean's Office Approval

Date

Part Three: Student Acknowledgement

When this form is received by the Registrar, in addition to standard tuition and fee charges, you will be assessed an Excess Credit Fee for each credit beyond the standard limits at a rate equal to the charge for one credit of part-time registration. Please visit www.ccsu.edu/bursar for additional details. **The excess credit fee is non-refundable and will not be negated if you subsequently drop any of the excess credits.**

Student Signature: _____

Date: _____

Submit the completed form to:
Office of the Registrar, Willard-DiLoreto, Room D202
Fax (860) 832-2250, E-mail regstaff@ccsu.edu