

REQUEST TO ENROLL IN AN OVERLOAD

Fall 2021 – Deadline to Submit Completed Form to Registrar: September 14, 2021

Spring 2022 – Deadline to Submit Completed Form to Registrar: January 25, 2022

To request to enroll in an overload, please fill out the following information, obtain the signature of your Department Chair, and return to the Office of Student Services, 110 Meyerson Hall. Instructor approval needed for an audit via email or signature.
Please see the full policy on the back of this form.

Student Information (please print clearly)

| | |
|-----------------------|----------------|
| Date: | Term: |
| Full Name: | PennID: |
| Program(s): | |
| Email Address: | |

Overload Course Information

| |
|---|
| Course Code: _____ - _____ - _____ (ex: ARCH-501-001) _____ +cu <input type="checkbox"/> Audit (Instructor Approval) <input type="checkbox"/> Normal Grading |
| Course Title: |
| Course Instructor: |
| Reason for Overload Status Request: <i>Please explain below:</i> |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |

Student Name (Please Print) Student Signature Date

Approvals:

Department Chair or Program Director signature or email approval Date

Registrar Approval Date