



REQUEST TO ENROLL IN AN OVERLOAD

Fall 2020 – Deadline to Submit Completed Form to Registrar: mid-September TBD
Spring 2021 – Deadline to Submit Completed Form to Registrar: TBD

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)

Form with fields: Date, Term, Full Name, PennID, Program(s), Email Address

Overload Course Information

Form with fields: Course Code, Course Title, Course Instructor, Reason for Overload Status Request (with multiple lines for text)

Student Name (Please Print) Student Signature Date

Approvals:

Department Chair or Program Director Name (Please Print) and Sign Date

Registrar Approval Date