



REQUEST TO ENROLL IN AN OVERLOAD

Fall 2020 – Deadline to Submit Completed Form to Registrar: September 15, 2020
Spring 2021– Deadline to Submit Completed Form to Registrar: January 26, 2021

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 Name (Please Print) and Sign Date

Registrar Approval Date