ID: ___________ Name_________________________________________________________[please print]

Class Standing: FR SO JR SR Quarter of overload: FA WI SP [circle one] [circle one] [year]

Course to be added

(If Independent Study, attach separate form)

<table>
<thead>
<tr>
<th>Course or lab#</th>
<th>Section #</th>
<th>Course Title</th>
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Instructor’s permission is required if waiving pre-requisite or adding over the cap (please check appropriate box): □ Waive Pre-Requisite □ Add over cap

INSTRUCTOR’S NAME ________________________________

INSTRUCTOR SIGNATURE ___________________________ DATE __________

Students may overload after completion of their first quarter of enrollment on a space available basis and on the condition that the following requirements are met:

- **First Year Students:** A minimum cumulative GPA of 4.00 and advisor approval are required. First-year students may not overload in their first quarter of enrollment.
- **Second Year Students:** A minimum cumulative GPA of 3.50 and advisor approval are required.
- **Third Year Students:** There is no minimum GPA requirement; however, students on academic probation may not overload. Advisor approval is required.
- **Seniors:** There is no minimum GPA; however, students on academic probation may not overload. Students may not overload in their SIP quarter. Advisor approval is required.

Overload classes are added manually by the Registrar’s office and will not be added until drop/add begins.

ADVISOR SIGNATURE ___________________________________ DATE __________

STUDENT SIGNATURE ___________________________________ DATE __________

Office Use ONLY

Class:_______ GPA: _________ SIP Qtr: _________ Processed by: ______________

Revised 11/7/19