



University
of Manitoba

Clayton H. Riddell Faculty of
Environment, Earth, and Resources

440 Wallace Bldg.
Winnipeg, MB
R3T 2N2
T: 204 474 7252
F: 204 275 3147
Riddell.Advisor@umanitoba.ca

APPLICATION TO EXCEED CREDIT HOUR LIMIT

The normal registration limit in courses for the Clayton H. Riddell Faculty of Environment, Earth, and Resources students is 15 credit hours per term. Students may be permitted to exceed the credit hour limit based on their past performance. It is important that you understand that increasing the credit hours beyond the normal limit is a very heavy workload and may have an adverse effect on your grade point average. When exceeding the credit hour limit, you do so at your own risk. You are not able to appeal any final grades based on having credit hour overload.

To receive permission to exceed the credit hour limit, the student must fully complete this form, email it to Riddell.Advisor@umanitoba.ca, and schedule a meeting with an academic advisor.

Name: _____ Student #: _____

Program: _____ Email Address: _____

Term: Fall Winter Summer

List the classes you are registered in:

Courses	Dates*

**Include dates of courses for summer term only.*

What course do you want to add? _____

What is the reason you want to increase your credit hours beyond the maximum?

If granted permission to take an extra course(s), I hereby agree not to request any time extensions or deferred examinations because of the extra course load. I am prepared to cope with the extra work involved. If I encounter any difficulties, I will arrange to withdraw from the extra course(s) by the appropriate withdrawal deadline date

Student's Signature: _____ Date: _____

THIS SECTION IS TO BE COMPLETED BY AN ACADEMIC ADVISOR

Summer Session Courses Appropriate? _____

Approved: Yes No Follow-up by: _____

Comments:

Advisor's Signature: _____ Date: _____

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