

Section A: To Be Completed by Student		
Name:		Student Number:
Phone:		Email:
Fall Term 20	Winter Term 20	Summer Term 20

The normal maximum credit hours of enrollment permitted in a term are: 15 credit hours in each of the Fall and Winter terms, and 18 credit hours in the Summer term.

How many extra credit hours are you requesting? 3 6

Criteria for consideration is normally:

Successful completion of 100% course load in an academic year or several consecutive terms of study

Achieve a GPA above average (~3.0 DGPA or above)

Please provide the reasons for requesting extra credit hours:

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 Signature: _____

Date: _____

(Please print/type name)

Section B: Faculty of Arts Student Services

Comment:

Signature: _____

Date: _____

Notice Regarding Collection, Use, and Disclosure of Personal Information by the University: Your personal information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University for the purpose of determining whether you will be granted permission to exceed the normal number of credit hours permitted in a session, and for communication regarding your request. Your personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.