



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, you must have this form completed in full and return it to the Dean's Office (440 Wallace) and meet with an academic advisor.

Name: _____
(Last Name) (Given Name)

Student #: _____ Email Address: _____

Address: _____ City & Province: _____

Postal Code: _____ Phone #: _____

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: _____
(Please Print Name Above Signature)

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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