

SAINT JOSEPH'S COLLEGE

278 WHITES BRIDGE ROAD, STANDISH, MAINE 04084

Academic Record's Office (207) 893-7798

CREDIT OVERLOAD REQUEST FORM

Seniors and juniors with a cumulative grade point average of 3.5 or higher that want to expand educational opportunities within their major or in other academic departments may take a one course overload without additional tuition charges with the following criteria:

- Students financial account is in good standing
- Registration will occur during the first 7 calendar days of the semester
- Students will be admitted into courses only if there is space available
- Students will need permission from their academic advisor- signature on an add/drop form

Students entering their fourth full-time semester with a cumulative grade point average of 3.5 or higher may also take a one course overload without additional tuition charges. They will need to adhere to the above criteria and have permission from the Office of Academic Affairs.

Sophomore, Junior and Senior students who do not meet the criteria above will be assessed additional tuition charges for each credit over 19.

STUDENT NAME:

STUDENT I.D. #:

SEMESTER/YEAR:

MAJOR:

MINOR (if any):

ACCUMULATIVE GPA :

CLASS LEVEL (CIRCLE ONE): SOPHOMORE/JUNIOR/SENIOR

SIGNATURE OF FACULTY ADVISOR

DATE

SIGNATURE OF ACADEMIC AFFAIRS

DATE

SIGNATURE OF STUDENT

DATE

THIS COMPLETED FORM MUST BE DELIVERED TO THE ACADEMIC RECORDS OFFICE PRIOR TO THE ADD/DROP DEADLINE FOR THE SEMESTER OF THE REQUESTED OVERLOAD

RECEIVED BY

KJP

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DATE : _____