

Indiana University Northwest  
College of Arts and Sciences

## Request to Exceed Maximum Credit Hours

To enroll in more than 18 credit hours in a Fall or Spring semester, or more than 9 credit hours during a Summer session, please complete the form below.

- *Please download form and save to your computer, then fill out fields below and send as an attachment **from your IU email to your Major Department Chair.***
- *Note: If your academic advisor is other than your department chair, please send form to both advisor and chair.*

Name:

Student ID:

Total number of semester credits being requested:

For term:

Year:

Major:

Student Level:

List ALL desired semester courses with credit hours (e.g.HIST H105 3 cr):

Current Cumulative GPA:

Brief statement of why you wish to exceed the maximum credit hour load for this term:

Student signature (typed):

Date:

Chair Recommendation:

Chair signature (typed):

Date:

Dean's Determination:

Dean's signature (typed):

Date: