

## REQUEST TO OVERLOAD

To register for more than 23 units in a single term you must complete this form and submit it at the Registrar's Office at the beginning of the term and no later than 5:00 p.m. on the eighth day of classes of the term. Only students in good academic standing will be allowed to overload. No more than 30 units in a single term will be permitted. Permission to overload does not constitute a waiver of the 12-/15-term tuition requirement or of any residence requirements for the B.A. or B.Mus. degrees.

Name: \_\_\_\_\_ Term/Year: \_\_\_\_\_  
ID: \_\_\_\_\_ Units Requested: \_\_\_\_\_

**Important Note: You must use Voyager to register for your extra classes after the maximum units have been reset and before the end of the term class change period.**

**Qualified Students** – *in good academic standing and have earned at least a 'B' average (3.000) in each of the last three terms of attendance at Lawrence University in Appleton.*

Advisor 1: I have discussed the reasons for the overload with this student and have given the student my advice.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Advisor 2: I have discussed the reasons for the overload with this student and have given the student my advice.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Unqualified Students** – *in good academic standing, but have not yet attended Lawrence University for three terms or have not earned at least a 'B' average (3.000) in the last three terms of attendance at Lawrence University in Appleton.*

**Student must attach a statement giving the reasons for the overload to this form. All advisors must comment and sign.**

Advisor 1: I have read the student's statement requesting permission to overload and discussed it with the student. I support the student's request for the following reasons:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Advisor 2: I have read the student's statement requesting permission to overload and discussed it with the student. I support the student's request for the following reasons:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date