



## REQUEST TO WAIVE THE 19-CREDIT LOAD LIMIT

Nineteen credit hours is the normal maximum load for students, and this level requires excellent study habits. Students requesting to carry more than 19 credits must see The Dean of Curriculum & Scheduling for approval.

The recommended maximum by CSN policy is 22. To be approved for 22 credits, students must show exceptional academic ability. To register for more than 22 credits, the student must have written permission from the Vice President of Academic Affairs.

If a student has outstanding incomplete grades, they cannot exceed 19 credits in regular semester or 12 credits in summer.

NOTE: Students must have all transcripts and assessment scores on file before submitting this form. These will be used to determine whether or not the request will be approved.

PROPOSED PROGRAM OF STUDY (List all courses including those you want to add)		SEMESTER		YEAR 20__
		Fall	Spring	Summer
(✓) courses you wish to add	Course Number	Course Title		Credit Hours

I am aware of the study time needed to successfully complete this number of credit hours. I also know that I may be placed on academic probation or dismissed from the college for failing to maintain my grade point average at 2.0. I am working \_\_\_\_\_ hours a week at my job.

PLEASE, BRIEFLY WRITE YOUR REASONS FOR THIS REQUEST:

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\_\_\_\_\_  
Student's Full Name (Please Print)

\_\_\_\_\_  
Dean of Curriculum & Scheduling Signature

\_\_\_\_\_  
Students' ID Number

Approved                      Not approved

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
VP AA Signature

Approved                      Not approved