



### ACADEMIC OVERLOAD REQUEST

#### What is an academic overload?

According to the current catalog, an academic overload occurs when a student takes more than 18 credit hours in a semester, more than 3 credit hours in the Maymester or Wintermester, or more than 6 credit hours in each of the June or July sessions. To do so, students must obtain consent from the associate dean with undergraduate studies.

#### When should I use this form?

This form should be used only after discussing your progress toward graduation with your advisor. Approval for an academic overload is not guaranteed and depends on various factors, such as maintaining a GPA of 3.0 or higher. The decision is made after a collaborative discussion to determine if you can handle the additional course load successfully. For further information, complete the form and send it to Dr. Muriel Cormican, Associate Dean of Undergraduate Studies, AddRan, at [Muriel.cormican@tcu.edu](mailto:Muriel.cormican@tcu.edu).

Date:		TCU ID#:	
Last Name:		First Name:	
Major:		Cumulative GPA:	
Semester:		Year:	
Department:		Advisor:	
<b>How many credit hours are you currently taking?</b>		<b>How many total hours will you have with this overload?</b>	
Why is the overload needed?			

By choosing to enroll in more credit hours than specified in the catalog, I recognize the risks involved and accept full responsibility for the consequences of my decision.

I also understand that I will be charged at the current hourly tuition rate for any credits beyond 18.

Student Signature:		Date:	
Associate Dean Signature:		Date:	

#### Instructions to sign and submit this form:

You must open this form in Adobe Acrobat Reader or Adobe Acrobat DC to digitally sign. The signed form must be emailed to Associate Dean Cormican at [muriel.cormican@tcu.edu](mailto:muriel.cormican@tcu.edu).