



SWU Overload of Semester Hours Form
(On-Campus and SWU Online Programs)

Student ID Number: Date: Term:

Student Name: SWU GPA:

Advisor Name and Signature:

On-Campus Program Exception*:

Register for more than 18 hours.
Dean of the College/School must initial approval:
List additional courses over 18 hours:

*A normal course load is 15 credit hours per semester. Those registering for 12 or more credit hours will be recorded as full-time students; those for fewer than 12 will be recorded as part-time. No student may exceed 18 credit hours in a semester without permission of the student's academic advisor and the appropriate academic dean. Student must have a minimum SWU GPA of 2.75 for an overload to be approved.

SWU Online Program Exception (must be approved 10 business days prior to class start):**

New student to register for more than 9 hours.
 Continuing student to register for more than 12 hours.
Dean of the College/School must initial approval:
List additional courses over 9/12 hours.

** A normal course load for the SWU Online Program is 9 credit hours per semester; recorded as part-time status. New online students who have earned fewer than 30 credit hours or re-admitted online students who have not been enrolled at SWU for at least one year prior to re-admittance may not enroll in more than 9 credit hours without the appropriate dean's approval. Continuing online students who have earned 30 or more credit hours and who seek to enroll in more than 12 credit hours in a semester must obtain approval from the appropriate dean. Student must have a minimum SWU GPA of 2.75 for an overload to be approved.

On-Campus or SWU Online Student's Rationale for Exception – Explain Below: