



# Request for Overload

Complete the form in consultation with your Jones College academic advisor.

## Semester Hour Load of Student

Fifteen or sixteen semester hours of credit is the “normal” fall or spring load for students who wish to graduate in four years. Eighteen semester hours (excluding courses for audit) is the maximum load for a student during any semester while enrolled only at MTSU or concurrently at another institution.

1. Students with a 3.50 average on all college work attempted may be permitted to take up to 21 semesters in a semester.
2. Students with a 3.00 average may be permitted to take a maximum of 19 hours in a semester provided one hour is Military Science or Physical Education activity.
3. Graduating seniors may be permitted to take an overload with the limits above during the last semester in residence to graduate.

Following are the maximum number of semester hours in which an undergraduate student may enroll during sessions within a summer term:

Full Term, 18 hours

4 Week W (DW), Dec/Jan, 4 hours

5 Week A (S5A), May/June, 8 hours

5 Week B (S5B), July/Aug., 8 hours

3 Week A (S3A), May, 4 hours

3 Week B (S3B) June, 4 hours

3 Week C (S3C) June/July, 4 hours

6 Week A (S6A), May/June, 8 hours

6 Week B (S6B), June/Aug., 8 hours

3 Week D (S3D), July/Aug., 4 hours

Students who wish to enroll for credit hours in excess of these limitations must obtain permission at least two weeks prior to registering for classes from the academic advisor and the dean of the college in which that student is pursuing a major. Student athletes must obtain permission of the advisor in the Athletic Enhancement Center prior to obtaining approval of the academic advisor and dean of the college in which student is pursuing a major.

## Student

Full Name	MTSU ID	Major	Date
-----------	---------	-------	------

## Term and Total Number of Hours Requested

Fall Full Term (18)	A1 (9)	A2 (9)	All Fall Sessions (18)		Spring Full Term (18)	A1 (9)	A2 (9)	W Winter (4)	All Spring Sessions (18)
Term/Hours	Term/Hours	Term/Hours	Term/Hours		Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours
Summer Full Term (18)	S3A (4)	S6A (8)	S5A (8)	S3B (4)	S6B (8)	S5B (8)	S3C (4)	S3D (4)	All Sessions (18)
Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours	Term/Hours

## Reason for Requesting Overload

*Note: Overloads will not typically be considered unless a student has earned at least 12 MTSU hours.*

## Approval Signatures

Advisor's Signature	Date	Dean's Signature	Date
---------------------	------	------------------	------