Request to Exceed Maximum Hours in a Term

Purpose: This form is only for undergraduate CSH students who wish to enroll in more than 21 credit hours in a term or more than 9 credit hours per summer session.

DePaul ID number: ____________________________________________________________

Name: ______________________________________________________________________

E-mail address: ______________________________________________________________

Primary Major: __________________________________________________________________

Please initial next to each condition:

_____ You must have a minimum GPA of 3.0.
_____ You must have earned at least 44-credit hours.
_____ You must have successfully completed four (16 hours) courses at DePaul in any previous quarter.
_____ You understand there is a per-credit charge for an excess load over 18 quarter hours (excluding summer).

Course Information:

<table>
<thead>
<tr>
<th>Department</th>
<th>Course Number</th>
<th>Section Number</th>
<th>Class Number</th>
<th>Term and Year</th>
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</thead>
<tbody>
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Please briefly state why you want to take the additional course(s).

__________________________________________________________________________
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__________________________________________________________________________

• Your request will be reviewed with your academic advisor in light of the above conditions and your academic history.
• You will be notified of the decision via e-mail to the email address indicated above.
• An approved request does not guarantee enrollment into a closed class.

Student Signature: ____________________________ Date: _______________________

**Return completed form to CSHAdvising@depaul.edu**

(FOR OFFICE USE ONLY)
Hours_____ GPA_______ Approved_____ Denied_______ Initials_____________ Date_____________