Credit Overload Approval Form
Approval is required to take over 18 credit hours

Select term for which you are requesting credit overload:

Term: _____   Ex. Fall 2025

Select the amount of credit hours you have accumulated:

☐ **30-60**   ☐ **60-90**   ☐ **90-120+**

Eligibility

This opportunity is open to SXU full-time undergraduate students who meet both of the following criteria:

- Completed at least 30 credit hours (sophomore standing or above)
- Maintained either:
  - A cumulative GPA of 2.50 or higher, or
  - A GPA of 3.00 or higher in their most recent semester

Step 1: *To be complete by student*

Last Name   First Name   **Student Signature:**

Phone #   Major   Student ID#   SXU Email

Course title/section #:   Ex. ART 101-01

Please indicate the reason for needing to take over 18+ credit hours for this term:

Step 2: Academic Advisor Endorsement (Student must obtain advisor signature)

Advisor Name (Print):   **Advisor Signature:**

Step 3: Submit to the Office of Records and Registration

The Registrar will register the student for the course(s) listed above.

Acknowledgement *

☐ By requesting this overload, I am agreeing to manage my workload accordingly and am aware of the deadline to drop courses stated on SXU's Academic Catalog. Requests for a drop after the deadline will most likely not be approved unless I have extenuating circumstances. Each credit hour over 18 will be billed at $780 per credit hour in addition to the flat rate for 12-18 hours; SXU Tuition and Fees.

Please note petitions will be reviewed on a case-by-case basis. Requests can be denied.