



OFFICE OF THE REGISTRAR

Submit to:
322 Student Union
Stillwater, Oklahoma 74078-1013
405-744-6876, Fax 405-744-8426
registrar@okstate.edu

PETITION TO ENROLL IN EXCESSIVE HOURS (ACADEMIC OVERLOAD)

Regulation Concerning Excessive Hours: All petitions for permission to enroll in credit hours that exceed those allowed under regulations of the University (See University Academic Regulations in the most recent OSU Catalog) shall be approved in writing by the student's Academic Advisor and the Dean of the College in which the student is matriculating, and then filed in the Office of the Registrar.

Before completing enrollment in excessive hours, this petition must be approved as indicated and submitted to the Registrar's Office.

Student Name: _____ Student CWID: _____

College: _____ Classification: _____

I petition to enroll in the following courses for the designated session(s) of year _____

Table with columns for Fall Term, Spring Term, and Summer Term. Each term has sub-columns for Pre-session, Fall Semester, Spring Semester, and Summer Term. Rows include course prefix/number/section, credit hours, and checkboxes for enrollment. Summary rows at the bottom calculate total credit hours per session and per term.

Reason(s) for requesting enrollment in excessive hours: _____

Student Signature _____ Date _____

Approval Signatures:
Advisor's Recommendation (Signature) _____ Date _____

Dean's Approval (Signature) _____ Date _____
(Graduate College Dean for graduate students)

Associate Provost Approval is only required if the credit hours of enrollment exceed maximum academic overload levels - see excessive hours/academic overload chart on the Registrar's University Faculty/Staff Sharepoint site for details.

Associate Provost (Graduate/Undergraduate) Approval (Signature) _____ Date _____