

# **Student Course Load Override Form**

Semester/Session Year

Student Name Student ID

Effective Date

**Course(s):**

### Audit? CRN Prefix & Number Section (Y/N) Instructor

## Authorization:

* Prerequisite Verification \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean *or* Designee)
* Co-requisite Verification \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean *or* Designee)
* Permission to take 19-21 hrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_(Division Dean *or* Designee)   
  (>9 in summer, >6 in Intersession)
* Permission to take >21 hrs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean *or* Designee)   
  (Overload permits student to finish all  
  requirements for program based on degree audit.)
* Permission for a time conflict \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean *or* Designee) *and*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Course Instructor)

* Full Section \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean *or* Designee)
* Permission of Instructor \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Course Instructor *or* Designee)
* Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Division Dean)

**Documentation for Prerequisites or Co-requisites:**

Semester and Year Verified By

SSB Transcript \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hard Copy of Transcript \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

or ACT/Placement Test

**To Students Lacking Documentation**

I understand that I have been placed in this course on the stipulation that I produce valid documentation of having successfully passed the prerequisite and/or co-requisite requirements, and that my failure to present those documents to the instructor by the end of the add/drop period may result in my withdrawal from the class(es) without refund of tuition.

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Signature of Student Date

Form 1440/001 (6/22)