

# Internal Credit Hour Override Request

The College of Arts and Sciences limits the number of credit hours a student may take during the semester. Students requesting to take more hours than allowed in the summer or requesting to take two or more hours over the limit for fall/spring semesters need to complete this Arts and Sciences internal form. We encourage you to discuss the override with one of the Arts and Science advisers and your Chief Adviser. Bring the completed form back to the Arts and Sciences Advising Center in 107 Oldfather Hall. You may drop the form off at the front desk and check back in 48 hours to find out if your request has been approved or denied.

Name: \_\_\_\_\_ NU ID: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Major(s): \_\_\_\_\_

Please specify the semester for which you are requesting on override and list the number of hours you are planning to take in the spaced provided.

- |                                |  |                                |                                      |
|--------------------------------|--|--------------------------------|--------------------------------------|
| <input type="checkbox"/> 20 __ | Summer Pre Session (4 hours permitted)       | <input type="checkbox"/> 20 __ | Fall Semester (20 hours permitted)   |
| <input type="checkbox"/> 20 __ | Summer 8 Week (10 hours permitted)           | <input type="checkbox"/> 20 __ | Spring Semester (20 hours permitted) |
| <input type="checkbox"/> 20 __ | Summer 1st 5 Week (7 hours permitted)        |                                |                                      |
| <input type="checkbox"/> 20 __ | Summer 2nd 5 Week (7 hours permitted)        |                                |                                      |
| <input type="checkbox"/> 20 __ | Summer Total Hour Limit (18 hours permitted) |                                |                                      |

List all the classes you wish to take during the term, including all summer courses even if the override is only for one session:

Why do you wish to take more than the permitted limit?

How do you plan to be successful with this course load? What are your study habits going to be?

## Chief Adviser Use Only:

- Student has my approval to take more hours than permitted for the specific term.  
 Student does not have my approval to take more hours than permitted for the specific term

Comments:

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Arts and Sciences Advising Center Use Only:

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Student's Current Cumulative GPA: \_\_\_\_\_

Check all that apply:

Chief Adviser Support: \_\_\_\_\_ Graduating Senior: \_\_\_\_\_ Internship/Research Hours: \_\_\_\_\_