



## **Graduate Student Normal Course Load**

### **Academic Semester (Fall or Spring):**

Part time enrollment = less than 9 credit hours

Full time enrollment = 9 or greater credit hours with a maximum of 13 credit hours

Overload enrollment = hours in excess of 13 credit hours

### **One Summer Five (5) week Part-of-term:**

Part time enrollment = less than 3 credit hours

Full time enrollment = 3 or greater credit hours with a maximum of 7 credit hours

Overload enrollment = hours in excess of 7 credit hours

### **Summer Ten (10) week Part -of-term or any Combination of Summer Terms:**

Part time enrollment = less than 6 credit hours

Full time enrollment = 6 or greater credit hours with a maximum of 13 credit hours

Overload enrollment = hours in excess of 13 credit hours

### **Graduate Student,**

1. Complete this form and have it approved and signed in your academic department.
2. Obtain approval and signature of your academic dean.
3. Deliver the form to the University Registrar and request enrollment. Enrollment in overload hours must be performed by staff in that office.

### **Academic Dean,**

1. Provide approval signature.
2. Transmit a copy of the approved form to Graduate Studies. You may fax to 325-1967.
3. When the student has an assistantship award and tuition exemption for overload hours is deemed appropriate, this form must be accompanied by a written justification by the academic dean.