



OFFICE OF THE REGISTRAR REQUEST TO ENROLL FOR EXCESS CREDITS

This form should be used to request permission to enroll for excess credits – more than 19.5 credits during a Fall/Spring semester, more than 8 credits in a Summer session, or more than 4.5 credits in a Winter session.

Please return the completed form, including your advisor’s signature, to the Office of Academic and Pre-Professional Advising for review. Processed approvals are available on/after the Friday following submission.

Student Information <i>(Please print all information)</i>			
Date	UMBC Email Address	UMBC Campus ID	Phone Number
First Name	Middle Initial	Last Name	
Street Address	City	State	Zip Code

List of Courses (all currently enrolled courses + courses you are requesting to be added):

COURSE	CREDITS	COURSE	CREDITS
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

Semester: _____ Year: _____ Total Credits: _____

Major(s): _____ Class Standing: _____

Reason for Request: _____ Cumulative GPA: _____

Student’s Signature: _____ Date: _____

Primary Major Advisor’s Recommendation:

Major Advisor’s Name: _____ Department: _____

Email Address: _____ Phone: _____

Major Advisor’s Signature: _____ Date: _____

Office Use Only

Date: _____ Approved: _____

Comments: _____ Denied: _____

Pending: _____