



# College of Charleston

66 George Street  
Charleston, South Carolina 29424-0001

Office of the Registrar  
(843) 953-5668  
FAX (843) 953-6560  
E-Mail: registrar@CofC.edu

## Overload Request For \_\_\_\_\_ Semester of 20\_\_

Student's Name

\_\_\_\_\_

Last First Middle Date Student CWID

**NOTE:** Registrar's Office will respond **only** to your Edisto account:

\_\_\_\_\_@Edisto.cofc.edu

I request permission to take \_\_\_\_\_ hours during the term noted above. I have earned a total of \_\_\_\_\_ hours at the College of Charleston and have a cumulative Grade Point Average of \_\_\_\_\_ as of the last grade report. I realize that an overload is normally contingent upon exemplary academic status (>3.0 cumulative gpa) at the College of Charleston. With approval, I intend to enroll in the following courses:

<u>Course</u> <u>Dept-Number</u>	<u>Sem</u> <u>Hrs</u>	<u>Class Meets</u> <u>Days/Times</u>	<u>Course</u> <u>Dept-Number</u>	<u>Sem</u> <u>Hrs</u>	<u>Class Meets</u> <u>Days/Times</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

My reason for making this request is: \_\_\_\_\_

I WILL BE EMPLOYED \_\_\_\_\_ HOURS A WEEK. STUDENT SIGNATURE \_\_\_\_\_

**You must also attach a copy of your unofficial CofC transcript (print from Cougar Trail) and submit to your assigned advisor (major or advising center)**

\*\*\*\*\* Completed by your assigned advisor (major or advising center)\*\*\*\*\*

I support \_\_\_\_\_/Do not support \_\_\_\_\_ this student's request.

Comments: \_\_\_\_\_

Advisor's Name (printed) \_\_\_\_\_

Advisor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*Completed by Department Chair of Major or Director of Advising (if undeclared)\*\*\*\*\*  
(or Dean of Honors College if currently in enrolled in the Honors College)

Overload Permission (Circle One) GRANTED / DENIED on \_\_\_\_\_, 20\_\_

# of hours approved \_\_\_\_\_

Department Chair / Director's Name (printed): \_\_\_\_\_

Department Chair / Director's Signature: \_\_\_\_\_

<b>RO USE ONLY:</b>
Processed by: _____ (Initials)
Date: _____