



## Maximum Credit Exception Request

Standard maximum credit allowable for spring/fall semesters is 18.0 credits and 12.0 credits for summer semesters. This is a cumulative credit count for all terms within a session (including SMU-JBLM or online courses).

Student Number: \_\_\_\_\_ Student Name: \_\_\_\_\_

Total credits before request: \_\_\_\_\_ Total credits after request: \_\_\_\_\_ Semester/Term \_\_\_\_\_

Course(s) to be added: \_\_\_\_\_

### Reason for Request


- Summer limits students to no more than 6 credits per session, and 9 credits taken concurrently.
- Predefined cohort model programs may take credit levels that are prescribed by their program plan, and this form is not necessary.
- Overload requests are not granted to students in their first semester at SMU, or students who have not yet received a full semester's set of grades (12-18 credits) from SMU.
- Overload requests are approved on a one-time basis and do not set a precedent for future semesters.
- An unofficial transcript must be submitted with this request. Transcripts with failing grades (F), incompletes (I) or withdrawals (W) will usually cause a request to be denied.
- Excess credits (over 18) during a fall/spring semester are charged on a per credit basis above the full-time standard tuition.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Advisor: \_\_\_\_\_

Date: \_\_\_\_\_

Received by Office of the Registrar: \_\_\_\_\_

Date: \_\_\_\_\_