



Virginia International University
 11200 Waples Mill Road Suite 360
 Fairfax, VA 22030
 Telephone: (703) 591-7042
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Course Overload Form

Students who wish to register for more than 9 credits for graduate programs or more than 15 credits for undergraduate programs in a semester must complete this form. The student must obtain an approval signature from Dean of the School, and return this form to the Registrar's Office prior to the end of the add/drop period.

A: To be completed by student

Student's Name: _____ VIU ID#: _____
 (Last) (First) (Middle)

Phone: _____ VIU E-mail: _____@campus.viu.edu

Program of Study: _____

Semester for which overload is requested: _____ Total Requested credits: _____

Reason for Request:

Student's Signature: _____ Date: _____

B: To be completed by dean of school

Previous Semester GPA _____ Cumulative GPA _____

Approved Denied

Justifications:

School Dean's Signature: _____ Date: _____

Office Use Only

Registrar's Office Received on _____ by _____