

APPLICATION FOR OVER 18 CREDITS

**WESTFIELD STATE UNIVERSITY
OFFICE OF THE REGISTRAR**

STUDENT'S NAME		COLLEGE-WIDE ID NUMBER:
MAJOR(S):		INSTITUTIONAL GPA:
SEMESTER:		NUMBER OF CREDITS OVER 18:
CLASS YEAR:		CREDITS EARNED:
1) COURSE NO. / TITLE / CREDITS:		
2) COURSE NO. / TITLE / CREDITS:		
PLEASE GIVE A BRIEF RATIONAL FOR REQUESTING MORE THAN 18 CREDITS:		
REQUIRED SIGNATURES:		Date
Major Department Chair		
Major Advisor		
College Dean's Signature		
Date received by the Office of the Registrar:		

Return Completed Form to the Office of the Registrar, Scanlon Hall, 2nd Floor

As a guideline from the Academic Policies Committee, the maximum course load a student may carry in a given semester is 21 hours including both day and evening courses and programs. A student should have a minimum grade point average (GPA) of 2.50 to carry 19-20 credit hours and a minimum GPA of 3.00 in order to carry 21 credit hours.

NOTE: THIS IS NOT A REGISTRATION FORM. Once you have obtained all signatures, and have submitted the form to the Office of the Registrar, you may register during add/drop for open courses in excess of 18 semester hours.

Registration into more than 18 semester hours at Westfield State University will result in a credit-load surcharge for each additional credit (or half credit) hour over 18. Please consult the University Catalog for surcharge information.