

REQUEST FOR EXCESS UNITS

Name _____ CWID _____
 Phone (_____) _____ Email _____
 Major _____ Class level _____

Policy

A student, whose academic record justifies a study list of more than 4 units, must request approval. In general, only students with superior academic records are allowed to enroll for more than 4 units. In addition, the need to enroll for extra study must be established. Factors such as time spent in employment or commuting, the nature of the academic program, extracurricular activities and the student's health should be considered in planning a study program.

Open University (students not admitted to CSUF) students:

Open University students must get approval from the Open University Advisor: Suzanne Batista , UH-123, (657) 278-4280 OR Margaret Luzzi, CP-100, (657) 278-7644

***Completed form must be submitted in person at CP-100
 Open University dates for submission: 10/31/16 – 12/20/16***

Enrolled in: _____ Session _____ Class No. _____ Units _____

Requesting: _____ Session _____ Class No. _____ Units _____

Cumulative GPA _____ (If your GPA includes transcripts from a college/university other than CSUF, please attach an unofficial copy to this form.)

Reason for request: _____

Student Signature _____ Date _____

Approval signature is required and the box must be checked for approval or denial.

Comments:

 Print Open University Advisor Name

 Signature of Advisor

 Date

Approved Denied