



**APPEAL FOR OVERLOAD  
SUMMER or INTERSESSION**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ USD ID# \_\_\_\_\_

MAJOR OR GRADUATE PROGRAM \_\_\_\_\_ PETITIONED TO GRADUATE? YES \_\_\_ NO \_\_\_

IF YES, FOR WHAT DATE? May \_\_\_ August \_\_\_ January \_\_\_ 20 \_\_\_\_\_

Exceptions are rarely made to the overload policy and the student must have a compelling reason. Petitioning for an overload is no guarantee it will be granted. Students may not register for the additional class until final approval is received. Before signing up for your overload class, you must get approval signatures from (1) your advisor, (2) your dean, and (3) the Summer and Intersession Associate Registrar. Once you have the appropriate signatures, take this form with your Add form to the One Stop Student Center to sign up for your overload class.

**LIST COURSES YOU WISH TO TAKE DURING SESSIONS IN QUESTION**

[Circle one: Intersession; Summer Sessions: 3-week Pre, 6-week Mid, 3-week Post, 6-week Session I, 6-week II]

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**EXPLAIN YOUR NEED TO TAKE AN OVERLOAD AND CONSEQUENCE IF NOT APPROVED**

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**DESCRIBE ANY PREVIOUS EXPERIENCE IN TAKING AN OVERLOAD**

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**INDICATE THE NUMBER OF HOURS PER WEEK YOU WILL BE EMPLOYED DURING OVERLOAD**

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(Continue on reverses if more space is needed)

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**AFTER COMPLETING THE FORM TO THIS POINT, SUBMIT FORM AND A CURRENT COPY  
OF YOUR ACADEMIC RECORD TO YOUR ADVISOR AND DEAN FOR SIGNATURES AND  
BRING COMPLETED FORM TO FOUNDERS 117**

Advisor's Approval \_\_\_\_\_ Date \_\_\_\_\_

Academic Dean's Approval/Denial \_\_\_\_\_ Date \_\_\_\_\_

Summer and Intersession Approval/Denial \_\_\_\_\_ Date \_\_\_\_\_

**Summer and Intersession Office**

**Founders Hall, Room 117**

**5998 Alcalá Park, San Diego, CA 92110-2492**

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