



PETITION FOR EXCEPTION TO POLICY ON MAXIMUM UNIT LOAD

The maximum unit load for Fall/Spring terms is 18 units, for Summer Session is 13 units and for Winter Session is 4 units. An exception to the unit limit will be granted only if there is both demonstrated need for the overload (usually to avoid undue delay in graduation) and demonstrated ability to succeed in a heavy load. A minimum 3.0 GPA is usually required. **To request an exception to the maximum unit load, complete this form and attach a copy of your unofficial transcript (available on MyCSULB). You must also attach a letter explaining why the overload is necessary for you to complete your degree. Submit your approved petition to the Office of Enrollment Services (BH-101).**

Check box to indicate the term and year:

Fall _____ Winter _____ Spring _____ Summer _____
(Year) (Year) (Year) (Year)

NAME _____ STUDENT ID _____
Last Name First M.I

TELEPHONE NUMBER _____ EMAIL ADDRESS _____

MAJOR _____ CLASS STANDING Fr So Jr Sr Grad

EXPECTED GRADUATION TERM _____

PROPOSED PROGRAM: List ALL courses planned for the term:

| Course | Units | Session (Summer only) | Course | Units | Session (Summer only) |
|--------|-------|--------------------------|--------|-------|--------------------------|
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Total units requested _____

Hours per week of employment _____

List any courses you plan to take at other colleges or universities during the term, with units and dates.

Signature _____ Date _____
Student

Approved _____ Date _____
Advisor or department chair

Approved _____ Date _____
Associate Dean

Return this form to our office:
Visit our website to "Join the Queue"
Beach Central, Brotman Hall; 1st Floor Courtyard