Virginia Military Institute

Permit for Academic Overload

POLICY (Effective Fall, 2009): ***A cadet is permitted to carry up to 19.5 semester hours in a given semester. A cadet may carry up to 21 hours if (1) he/she had a GPA of at least 3.00 either as a cumulative GPA or as a GPA for the preceding semester or (2) he/she is a first classman and not on academic probation. (NOTE: Only first classmen are allowed to pre-register for an academic overload. All other cadets must wait until the drop/add period for a given semester in order to request an overload. Cadets who fail to meet the set GPA and probation criteria entering into the term of enrollment will be removed from overload status.)***

1. *Cadet _____, Class of _____, Department of _____ requests to carry over 19.5 to 21 hours during the _____ semester, 20_____.*

2. *The full schedule of courses and credit hours requested is shown below:*

Course Number	Title	Hours

Use Reverse if Additional Lines are Needed

Total Hours: _____

3. *I understand the VMI considers 19.5 hours the maximum manageable course load due to the rigorous demands of cadet life. I understand that a course load above 19.5 hours is considered a danger to my academic status and is undertaken solely at my own risk, and that I must meet the academic criteria at the beginning of the semester in order to remain enrolled in an overload. My reasons for taking this overload are:*

_____

4. *Cumulative GPA: _____ Previous Semester GPA: _____ (Cadets not meeting the GPA requirements after the close of the previous semester will be removed from any overload pre-registration.)*

INSTRUCTIONS:

1) *Cadets may <u>not</u> pre-register for an overload. Overload requests will only be accepted on or after the first day of classes each semester, with the approved Permit for Academic Overload Form accompanying the Drop/Add form. EXCEPTION: First class cadets may pre-register for an overload provided that the activity is needed in order to meet degree requirements.*
2) *Submit this form to the Registrar's Office <u>with all requested activity listed</u>. Overloads will NOT be processed without the approved Permit for Academic Overload on file.*

Cadet's Signature:_____ Date:_____ Box #_____

Academic Advisor's Signature:_____

Department Head's Signature:_____

<u>FOR OFFICE USE ONLY:</u> *Processed by:_____ on _____*

Updated 9/2010