



1000 Longfellow Blvd. Lakeland, FL 33801
Office of the Registrar
Phone (863) 667-5015 Fax (863) 667-5200
registrar@seu.edu

Undergraduate Students

Petition for Overload Contract

For _____ 20____ Semester
(Fall, Spring, or Summer) Year

Name: _____ Student ID# _____

Course Request: _____
Course Code Section Title Hours

Course Code Section Title Hours

If course(s) requested are online courses, please also submit an Online Course Permissions form.

Current Cumulative GPA: _____ Total Hours Requested for the Term: _____
Total hours not to exceed 21 in any semester

Contract:

1. I understand that it is my responsibility to ensure the course(s) requested apply to my degree program.
2. I will attain a minimum 2.5 GPA in the term.
3. I understand if I do not meet satisfactory progress this term, I will be denied academic overload in future terms.
4. I understand I am responsible for my academic progress.

I agree to abide by these conditions as stated here by the Office of The Registrar.

Student Signature: _____ ID: _____

THIS SECTION TO BE COMPLETED BY THE OFFICE OF THE REGISTRAR:

- ☐ I hereby grant permission to the above student to take the course(s) indicated.
- ☐ I hereby do not grant permission to the above student to take the courses indicated.
- ☐ Course Registered in Jenzabar EX
- ☐ Student Notified of Outcome via SEU Email

Registrar or Advising Office Signature

Date

Overload Permissions

Incoming freshmen with 0 credits earned may take up to 17 credits maximum, and will be registered based off of their 4 year plan.

Students with a cumulative GPA of less than 2.5 are permitted to take 17 credits maximum (May not submit overload request)

Students with a cumulative GPA between 2.5 and 3.0 may be permitted to take up to 19 credit hours, but must sign the Petition for Overload Contract.

Students with a cumulative GPA between 3.0 and 3.49 are permitted to take up to 19 credit hours without signing the Petition for Overload Contract. Students must sign the Petition for Overload Contract to take 20-21 hours.

Students with a cumulative GPA of 3.5 or higher may take up to 21 hours without signing the Petition for Overload Contract.

Students on academic condition standing are not permitted to take a course overload.