



REQUEST TO REGISTER WITH A COURSE CREDIT OVERLOAD

A full course load is normally five, 3-credit courses or a total of 15 credits per term. Except for those students enrolled in a program that specifically requires a higher number of credits, students are restricted from registering in courses totaling more than 17.5 credits per term.

DEADLINE TO SUBMIT:

*Last Friday before
classes start*

*Students requesting a course credit overload must have completed at least one term with a minimum of five courses, totaling at least 15 credits, with a minimum Term GPA of 3.00. In addition, they must have a minimum Institutional CGPA of 3.00. A course credit overload will not normally be considered for a student in their first term at KPU. **Requests may only be made for the upcoming term.***

*Submit this request to Registration by email at registration@kpu.ca.
The decision will be sent to your KPU email address.*

STUDENT INFORMATION		
Student ID	Student Name	
Date	Signature	
PLEASE ANSWER THE FOLLOWING QUESTIONS AND PROVIDE SUFFICIENT DETAIL TO ALLOW AN INFORMED DECISION		
Faculty and Program of Study (e.g. Arts, BA in Anthropology with a Minor in Biology)?		
For what term are you requesting an overload? (e.g. Spring 2022)		
How many total credits do you wish to register in?		
State the reason(s) you're requesting a course credit overload:		
OFFICE USE ONLY		
Received by: Name & department (please print)	Date Received:	
Reviewed by: Name & department (please print)	Date Processed:	Request has been: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Authorizing Signature:	Notes:	