

# Overload Permission Form

Revised 2/21/14



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OFFICE OF THE REGISTRAR

Please review the [Overload Permission](#) section the Undergraduate Catalog before completing this form.

This form serves as permission for a student seeking to enroll in more credit hours than allowed according to his or her level (e.g., pre-college, undergraduate, graduate). Courses placed on audit will count toward overload.

Student Name: \_\_\_\_\_ BearPass #: M \_\_\_\_\_  
Last First M.I.

Overload permission for: Spring \_\_\_\_\_ Summer \_\_\_\_\_ Fall \_\_\_\_\_  
YEAR YEAR YEAR

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DEPARTMENT USE ONLY

Number of previous semester hours attempted: \_\_\_\_\_ Previous semester GPA: \_\_\_\_\_

Student permitted to carry \_\_\_\_\_ hours during the indicated semester/session.

**Comments:** I approve this overload.

Advisor Signature

Department Head Signature

**Title (check one):**

- Dean of College or Designee  
(Standard overloads for undergraduate degree-seeking students)
- Dean of Graduate College or Designee  
(Standard overloads for graduate students)
- Director of Student Services - Certification Officer or Designee  
(Overloads for Post-Baccalaureate Teacher Certification students)
- Director of Missouri State Outreach or Designee  
(Overloads for pre-college high school based, undergraduate non-degree seeking, and post-baccalaureate students taking only 500-level courses or below)
- Associate Provost for Student Development and Public Affairs or Designee  
(Overloads for pre-college campus based and undeclared majors)

\_\_\_\_\_  
Signature of Dean/Director or Designee

\_\_\_\_\_  
Date

**Once approved, submit form to Office of the Registrar for processing.**

OFFICE USE ONLY: \_\_\_\_\_  
Processed By

\_\_\_\_\_  
Date