



Office of Registration and Records

SPECIAL STUDENT PETITION TO REGISTER FOR MORE THAN 8 CREDITS

Special students (not admitted to the college) are usually limited to enrollment of no more than eight credit hours per quarter.

In certain cases, special students may register in a full-time program for more than eight credits. To qualify for this exception:

- The student must have completed an application for admission to the college for the upcoming academic quarter (not counting summer), and
- The faculty must verify that they are willing to over-enroll the program in which the student wishes to enroll for the year.

✍ ATTACH THIS COMPLETED FORM TO YOUR SPECIAL STUDENT REGISTRATION FORM

✍ SUBMIT THIS PETITION TO THE ACADEMIC DEAN FOR CURRICULUM BEFORE THE FIRST CLASS DAY OF THE QUARTER FOR WHICH THE EXCEPTION IS REQUESTED.

Student Petition

Name _____ ID number A
PLEASE PRINT

Quarter and year for which I am petitioning _____

Desired Program Title and Faculty Name(s) _____

I understand that:

- I will not be eligible for financial aid, even if this petition is approved and I enroll for 12 or more credits.
- If this petition is approved, I can register no sooner than the first day of class.
- Approval of this petition is program specific and allows me to register only in the program listed below.
- If this petition is approved, I can register for a maximum of 16 credits for the quarter.

Signature _____ Date _____

Faculty Statement

I understand that by supporting this special student I am agreeing to over-enroll my program so that no regularly admitted student will be displaced.

Signature _____ Date _____

Curriculum Dean Review

☐ Approved ☐ Denied

Signature _____ Date _____