



### Student Overload Request Form

Complete this form in conjunction with the advisor meeting/phone conference to request a course overload. A course overload is more than 20 hours during the fall and spring semesters or more than 12 hours during the summer semester.

This request must be approved by your academic advisor and submitted to your college's Registration and Records Office located in the Student Services **prior to registration**.

Frontier Community College [fccregistration@iecc.edu](mailto:fccregistration@iecc.edu) Lincoln Trail College [ltcregistration@iecc.edu](mailto:ltcregistration@iecc.edu) Olney Central College [occregistration@iecc.edu](mailto:occregistration@iecc.edu) Wabash Valley College [wvcregistration@iecc.edu](mailto:wvcregistration@iecc.edu)

#### Student Information

ID Number: \_\_\_\_\_ Name: \_\_\_\_\_

IECC email: \_\_\_\_\_@iecc.edu Cell Phone: \_\_\_\_\_

Reason(s) for overload:

\_\_\_\_\_ Total Credit Hours requested for \_\_\_ Fall \_\_\_ Spring \_\_\_ Summer \_\_\_\_\_ Year

Student will be contacted by Registration and Records if there are additional questions and/or if this request is denied.

\*\*\*\*\* **To be Completed by Academic Advisor** \*\*\*\*\*

\_\_\_\_\_ Number of Core Academic Hours

\_\_\_\_\_ Number of Physical Education Hours

\_\_\_\_\_ Number of Internship Hours

\_\_\_\_\_ Number of Remedial Course Hours (**if ≥ 1, overload is not allowed**)

\_\_\_\_\_ Number of extra-curricular activities (i.e. Student Senate, livestock judging, music, etc.)

\_\_\_\_\_ Cumulative grade point average

\_\_\_\_\_ Special Exception \_\_\_\_\_

\_\_\_ Approved \_\_\_ Denied \_\_\_\_\_  
Academic Advisor Signature Date

\*\*\*\*\* **To be Completed by Records and Registration** \*\*\*\*\*

Processed in Banner by: \_\_\_\_\_  
Records and Registration Staff Signature Date

Denials ONLY – Student contacted on \_\_\_\_\_ By \_\_\_\_\_