



COURSE OVERLOAD REQUEST FOR PERMISSION

Revised 4/08/26 HJ

Office of the Registrar
1570 Baltimore Pike
Lincoln University, PA 19352
484-365-8087:Phone registrar@lincoln.edu:Email

Last Name	First Name	Middle Initial	Student ID#
_____	_____	_____	_____

Lincoln University Overload Policy: Undergraduate students should consider taking more than 20 credits (an overload) in a semester only under exceptional circumstances and only after analyzing the situation carefully with their Academic Advisor and Department Chair. A student who (1) has a cumulative GPA of 3.50 or better and (2) is not a freshman may take as many as 24 credits in a single semester. A student who is expected to graduate at the end of the semester may enroll in as many as 24 credits only if they have a cumulative GPA of 3.00 or better.

In petitioning to take more than 20 credits in one semester, I understand that:

- Credit overload approvals do not override prerequisites.
- This approval will not apply if a class section is full.
- If this credit overload request is necessary for an Independent Study or Tutorial, this form must be sent with the Independent Study or Tutorial course form.
- I assume all responsibilities for adjusting my schedule as needed during the drop/add period.
- I am aware of the study time needed to successfully complete this number of credit hours.
- I will be subject to additional charges based on the number of overload credits.

Class Level: Freshman Sophomore Junior Senior

Major(s): _____ **Cumulative GPA:** _____

Semester/Year of Request (e.g. Fall 2026): _____

Course No./Section (e.g. ENG 1001-01): _____ **Course Credits:** _____

Course Title: _____

Total Semester Credits (if approved): _____

Reason for Overload:

Student Signature: _____	Date: _____
Academic Advisor Signature: _____	Date: _____
Department Chair Signature: _____	Date: _____
Academic Affairs Signature: _____	Date: _____

Processed by: _____ **Date:** _____

Upon completion, please forward to the Office of the Registrar