CREDIT OVERLOAD REQUEST FORM
Faculty of Arts and Science

To have your request for credit overload considered, please complete this form, then submit it to Arts and Science Academic Advising via email artsandscience@macewan.ca or in person (6-211).

To be eligible for credit overload, you:

- Must have completed a minimum of 24 university level credits towards the Bachelor of Arts or Science degree while in the program of study at MacEwan.
- Must have a minimum GPA of 3.0 in your most recent semester of classes.
- Must submit this request a minimum of 10 business days before classes begin in the term during which you are requesting credit overload.

Credit overload requests take a minimum of 10 business days to process. An advisor will review your request and your transcripts and will then email a decision to your myMacEwan email account.

Student's name MacEwan University ID number

myMacEwan email address

1. **My academic program is:** ☐ BA ☐ BSc ☐ BA (Honours) in _____
   Major _____ Minor _____
2. **I am requesting credit overload for the following term:** ☐ Fall ☐ Winter ☐ Spring/Summer
3. **I have completed _____ credits towards my degree, including transfer credit courses.**
4. **My GPA in my most recent term was a 3.0 or better:** ☐ Yes ☐ No
5. **I have carried a course load of five (5) courses in _____ terms.**
6. **I have previously requested credit overload:** ☐ Yes, and it was approved/denied in fall/winter _____
   ☐ No
7. **These are the courses I plan to take during my credit overload term:**

_____

_____

8. **I am requesting credit overload because:**

_____

_____

_____

Use the reverse side of this page if necessary.

Please read and initial:

_____ I understand that credit overload will not be accepted as rationale for appealing my final grades in any course.

Submit form from your myMacEwan email account and no signature is required. Date