

California State University, Long Beach

Enrollment Services

WINTER PETITION FOR EXCEPTION TO POLICY ON MAXIMUM UNIT LOAD

Information: The maximum unit load for Winter is 4 units. An exception to the unit limit will be granted only if there is both demonstrated need for the overload (usually to avoid undue delay in graduation or required by major department) and demonstrated ability to succeed in a heavy load. A minimum 3.0 GPA is usually required.

To request an exception to the maximum unit load, complete this form and attach a copy of your unofficial transcript (available on MyCSULB). You must also attach a letter explaining why the overload is necessary for you to complete your degree. Submit your approved petition to the Office of Enrollment Services (BH-101).

Student Name: (Last First, MI) _____ **Student ID:** _____

Telephone: _____ **Email:** _____

Major: _____ **Expected Graduation Term:** _____

Class Standing (check one) Fr So Jr Sr Grad **Current GPA:** _____

Proposed Program for: Term _____ Year _____

List ALL courses planned for the term:

Course	Units

Course (continued)	Units

Total Units Requested _____

Hours per week of employment: _____

List any courses you plan to take at other colleges or universities during the term, with units and dates.

Student Signature: _____ **Date:** _____

Approved: (Advisor or Dept. Chair) _____ **Date:** _____

Approved: (Associate Dean) _____ **Date:** _____