Office of the Registrar
Overload Request Form

First Name: _____ Last Name: _____

KSU ID: _____ Major: _____

Net ID: _____ @students.kennesaw.edu

The required Institutional GPA for an overload is 3.50. Any student below a 3.50 will need to take the form to their department chair to review/sign before the form can be processed by the Office of the Registrar.

Fall and Spring Maximum Overload: 21 hours   Summer Maximum Overload: 15 hours

Student Signature: _____ Date: _____

_____

Department Chair Signature: _____ Date: _____

GRADUATE STUDENTS: In order to enroll for more than 12 semester hrs, students must obtain approval from their Graduate Program Director.

Program Director Name: _____

Program Director Signature: _____ Date: _____

Institutional GPA: _____   F Approved   F Denied   Initials: _____ Date: _____

Comments: