



This form cannot be process until the first day of classes. Once signatures are collected, return to Registration & Records for processing in LH-114 or scan to: excessunits@fullerton.edu.

REQUEST FOR EXCESS UNITS – GRADUATE STUDENT

Name _____ Student ID No. _____

Address _____ Phone No. _____

Degree Program _____

I wish to register for _____ units for : Spring Semester 20 Fall Semester 20
 Summer Semester 20

Reason for Request: _____

Student Signature _____ Date _____

Policy/ Procedures Statement

The maximum study load for a student working toward a master’s degree is 12 units per semester. In exceptional cases, however, a student may take more units with the approval of the graduate program adviser. ***Student must provide a typed statement when submitting this form.***

Factors to consider when planning a study program involving excess units include time spent in employment or commuting, the nature of the academic program, extracurricular activities, and possible health considerations.

Requests are to be signed by the student’s graduate program adviser and SUBMITTED TO REGISTRATION & RECORDS (LH-114), on the first day of the approved semester or term.

Graduate Program Adviser for area of study:

Request Approved
 Request Denied/Reason: : _____

Signed _____ Date _____
Graduate Program Adviser for Area of Study