



Request To Exceed 19 Units – Spring 2017

**Submit this completed form along with a copy of your unofficial college or high school transcripts (whichever is most recent) to the Division Administrative Assistant, Counseling Services, in the Student Services Center/SSC-37A. Based on the information provided, you may be required to meet with the Dean of Counseling Services before a decision is reached. You will be notified of the decision within 5 working days via email and all decisions are final.**

Petition will not be considered if any of the following criteria are not met:

**Prior Academic History**  
**No lack of progress or academic probation/disqualification history**  
**No prior history of high unit loads with low GPA and/or completion rate**  
**Student must have a cumulative GPA of 2.5 or better**  
**Work hours compatible with academic load**

*Please print clearly*

Student Name \_\_\_\_\_

Student ID number \_\_\_\_\_

Best phone number to be reached \_\_\_\_\_

Email \_\_\_\_\_

Requested number of units \_\_\_\_\_

**Explanation:**

What is your academic goal? \_\_\_\_\_

When do you anticipate graduating and/or transferring to a 4 year university? \_\_\_\_\_

Has a counselor advised you to take more than 19 units this semester? \_\_\_\_\_ If yes, which counselor did you meet with? \_\_\_\_\_

Please provide a brief explanation as to why it is necessary for you to register in more than 19 units.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List all the classes planned if this request is approved:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date