



Office of the Registrar
 Freeman Hall, 1st Floor
www.belmont.edu/registrar
 Phone: 615-460-6619
 Fax: 615-460-5415

Petition to Take More Than 19 Hours Fall or Spring/Year _____

This form is used for fall and spring terms only.

Students must obtain approval to take more than 19 credits hours for the fall or spring semester. This includes all courses even when concurrently enrolled at a secondary institution. Review the academic policy in the university catalog.

The submission deadline for this form is two weeks prior to the registration period. A planned course schedule in addition to the form must be submitted to your academic advisor. If approved by the advisor, the documents and a letter of endorsement will be submitted and reviewed by an academic committee. The form is sent to the Office of the Registrar with all required signatures prior to open registration.

Total number of credit hours requesting to enroll: _____

Student's Name: _____ Belmont ID: _____

Class status: _____ Current Belmont GPA: _____

Major: _____ Degree: _____

Do you have any courses with pending incomplete grades? (circle) Yes or No
 If so, list each course and the term enrolled.

Give justification for a course overload for this term. Attach a sheet of paper if needed.

List any additional nonacademic and academic commitments. (Include employment and extracurricular activities such as SGA, clubs, organizations, athletics, etc).

Student Signature: _____ Date: _____

 Faculty Advisor Date

 Department Chair Date

 Dean of the School Date

 Registrar Date