



# FLORENCE-DARLINGTON TECHNICAL COLLEGE PETITION FOR OVERLOAD

**NOTE: MAXIMUM LOAD IS EIGHTEEN (18) CREDIT HOURS.**

**Section 1: Petition for Overload** | Undergraduates requesting to enroll in more than 18 hours in a term or session as outlined below must complete this form and submit to their advisor for review. The advisor will either approve or deny the request, and forward it along with a program evaluation and recommendation to the Associate Vice President (AVP). (State Board Policy 3-2-202).

**A. Student Information:**

The student will be notified by email of the final decision. Please be sure that the email address listed below is correct.

Student ID: \_\_\_\_\_ Major: \_\_\_\_\_

Name of Student: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FDTC Email: \_\_\_\_\_

Course Name **and** Course Number of the class you want to take: \_\_\_\_\_

Year: \_\_\_\_\_ Semester:  Fall  Spring  Summer

**B. Why do you believe that you should be given an exception to this policy?** Please elaborate on the reasons or issues, which brought about this request. Also, state what changes in you or your situation indicate that you will be able to fulfill this request. If necessary, attach additional pages.

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

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

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Advisor Signature**

\_\_\_\_\_  
**Date**

**C. Comments and recommendations from advisor.**

Approved  Denied \_\_\_\_\_

\_\_\_\_\_  
**AVP Signature**

Registrar's Office processed date: \_\_\_\_\_

**AVP: PLEASE FORWARD THE COMPLETED PETITION TO REGISTRAR SERVICES.**