

FINANCIAL OVERLOAD APPEAL PETITION
FOR CREDITS TAKEN ABOVE 19 CREDIT HOURS

STUDENT NAME: _____ ID# _____ Date: _____

PHONE: _____ EMAIL: _____

MAJOR: _____ CLASS: FR SO JR SR (Please circle one)

Please review the Financial Overload Policy (tuition charges for more than 19 credit hours) on the Office of the Registrar's website for clarification regarding these charges before submitting your appeal:

www.valpo.edu/registrar

The 'academic' overload policy is different than the 'financial' overload policy. Please see the General University Catalog, or contact the Office of the Registrar, if you have questions whether or not you should file this petition.

PLEASE NOTE: Approval of this appeal will only be considered if appeal is due to extraordinary circumstances.

Semester in which overload occurred: _____ Total Credit Hours: _____

Please list the courses that you were enrolled in during the semester in which the overload occurred:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please provide a brief explanation of the reason for your request:

Student signature: _____ Date: _____

Approvals:

Primary Advisor: _____ Date: _____
Signature Printed Name

College Dean: _____ Date: _____
Signature Printed Name

Provost: _____ Date: _____
Signature Printed Name

Student Accounts: _____ Date: _____
Signature Printed Name

The Financial Overload Appeal petition should be submitted to the Registrar's Office for processing.