



## Enrollment Overload Form

### Instructions to the Student:

1. Complete the form with the total number of hours you need for the semester. **\*Course loads of 19+ hours require approval of the Associate Dean of the School of Interdisciplinary Studies in addition to faculty advisor.** Students cannot enroll in more than 18 hours until the first day of the semester.
2. A signature from your faculty advisor (or Chair/Director of unit) is required.
3. Email form to [SISDegreePlan@tcu.edu](mailto:SISDegreePlan@tcu.edu), or submit in-person to Rees-Jones #346.
4. The Coordinator of Degree Certification will notify the Registrar to increase the course load limit.
5. Enroll in course(s) via myTCU within 24 hours of submitting form to the Coordinator of Degree Certification. **Deadline is midnight on the final Friday of the registration period.**
6. Seniors planning to graduate in the current semester must attach a recent Degree Progress Core Report.
7. **NOTE: Additional financial charges may be applied as a result of credit-hour overloads.**

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DATE: \_\_\_\_\_

TO: Coordinator of Degree Certification, School of Interdisciplinary Studies

FROM: Department/School \_\_\_\_\_

CC: Faculty Advisor or Chair/Director: \_\_\_\_\_

SEMESTER: \_\_\_\_\_ YEAR: \_\_\_\_\_ GPA: \_\_\_\_\_  
(Fall/Spring) (Cumulative)

Please allow: \_\_\_\_\_ ID # \_\_\_\_\_ Major: \_\_\_\_\_  
(Student Name)

To enroll in the following total number of hours this semester: \_\_\_\_\_

ADVISOR SIGNATURE: \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_

\*ASSOCIATE DEAN SIGNATURE: \_\_\_\_\_  
(19+ credit hours ONLY)