



Office of Graduate Studies
McCarthy Hall 103
(714) 278-2618

REQUEST FOR EXCESS UNITS - GRADUATE STUDENT

Name _____ Student ID No. _____

Address _____

Degree Program _____

I wish to register for ____ units for: ☐ Spring Semester 20 ☐ Fall Semester 20

Reason for this request:

Signed _____ Date _____

Policy/Procedures Statement

The maximum study load for a student working toward a master's degree is 12 units per semester. In exceptional cases, however, a student may take more units with the approval of the graduate program adviser.

Factors to consider when planning a study program involving excess units include time spent in employment or commuting, the nature of the academic program, extracurricular activities, and possible health considerations.

Requests are to be signed by the student's graduate program adviser and submitted to the Admissions and Records (LH-114), on the first day of the approved semester or term.

☐ Request Approved.

☐ Request Denied/Reason: _____

Signed _____ Date _____

Graduate Program Adviser