



This form cannot be processed until the first day of classes. Once signatures are collected, return to Records and Registration for processing in LH-114 or scan to: excessunits@fullerton.edu.

REQUEST FOR EXCESS UNITS – (more than 18 units)

UNDERGRADUATES

Name _____ Student ID Number _____

Street _____ Telephone (_____) _____

City, State, Zip Code _____ Major _____

Class Level _____

Student:

I wish to register for a total of _____ units in the _____ Semester 20_____.

My cumulative grade-point average (GPA) is _____. (Refer to your TITAN Online account for GPA).

Reason for Request:

Policy

An undergraduate student’s request to enroll for more than 18 units must be approved by the student’s adviser and the department chair of the major. If the request is denied, an appeal may be made to the appropriate school dean. (Undeclared majors must receive the approval of the Director of Academic Advisement.) Request forms may be obtained online at: <http://records.fullerton.edu/resources/forms/Request-for-excess-units-UG.pdf> or from Records & Registration (LH-114). In general, only students with strong academic records, *not on probation*, are allowed to enroll for more than the maximum. ***Student must provide a printed copy of their TDA when submitting this form.*** Once you have collected the signatures, please return the forms to LH-114 or to the email address in the box on top of the page.

Student Signature _____ Date: _____

Advisor and Department: Both Signatures are required and boxes must be checked for approval or denial.

Signature of Advisor

Approved Denied Date _____

Signature of Department Chair

Approved Denied Date _____