



PETITION FOR OVERLOAD

The Military and Corporate Education Program at Coastline Community College limits students to no more than 7 semester hours per 8-week session. If you wish to request enrollment in more than 7 semester hours, complete the **Petition for Overload** and fax to the number below.

I, _____ am submitting this Petition for Overload for the following session:
(Print Name)

Year _____

___ Fall Session A (1st 8-week)

___ Fall Session B (2nd 8-week)

___ Spring Session A (1st 8-week)

___ Spring Session B (2nd 8-week)

___ Summer Session

List the course(s) you are requesting to Petition:	
(Course) e.g. COMM C100	(Semester Hours/Units)

The Military and Corporate Education Office will be contacting you by telephone or e-mail to discuss your request. Your petition will not be approved until we communicate with you. Upon approval of your **Petition for Overload**, your student record will be adjusted within one business day to allow you to add the additional course(s) through your MyCCC account.

It is the student's responsibility to withdraw from a course by the posted deadlines if they are unable to maintain the workload. Please drop courses through the [MyCCC Portal](#) or the Online Drop Form. Drop deadlines are posted at <http://military.coastline.edu/general/dates.cfm>

By signing below you understand that taking more than 7 semester hours during an 8-week session is challenging and you understand that **no special privileges, extensions or TA refunds** will be granted to accommodate the extra workload.

 Student ID # or last 4 digits of SS# Student's Signature Date

 Day-Phone Evening-Phone Email

Please FAX to 714-241-6324 or scan and email to miguray@coastline.edu

For Office Use Only: Approved for Overload Not Approved GPA: _____

Signature of Approving Official: _____ Date: _____