Graduate School
UNIVERSITY OF WISCONSIN–MADISON

Credit Overload Request Form

The maximum credit load for a graduate student is 15 credits (Fall/Spring) and 12 credits (Summer). During summer, the 12 credit maximum applies where the equivalent is 1 credit per week, regardless of the summer session. The enrollment system counts all credits when determining credit load; this includes courses taken as pass/fail or audit and undergraduate level courses (below 300). If you wish to go over the maximum credit limit, a credit overload request is required. Include ALL courses for the entire semester on this form. Email the completed form to gsacserv@grad.wisc.edu or deliver to 217 Bascom Hall. The student will receive notification of approval/denial by e-mail, 1 – 2 weeks after submission. If submitted prior to registration for the term requested, it will be reviewed 1 – 2 weeks after registration for that term.

Student Name:

Wisc Email:

Student ID Number:

Major Program:

Term for which you are requesting the overload:

○ Fall ○ Spring ○ Summer Year

Do you have a graduate assistantship for the above term?

Proposed Course List: (include ALL courses you intend to take)

Course Number (3 digits)	Course Name	Pass/Fail, Audit or Graded	Credits	Session (i.e. regular, DHH, ACC)

Total credits requested for this term (including pass/fail, audit, and under 300 level):

Academic Reasons for Overload: (Attach separate sheet if needed)

Faculty Advisor Name:

Faculty Advisor Signature Date

To be completed by Graduate School:

○ Approved ○ Denied

Graduate School Dean's Signature Date

Remarks:

If approved, the student's credit maximum will be increased to allow the student to register as usual in MyUW. (Last Updated 12/2017)