



Office of Undergraduate Advisement and Orientation

**CREDIT OVERLOAD APPLICATION**

**Do not** use this form if you have been officially admitted into the Zicklin School of Business, Weissman School of Arts & Sciences or the Marxe School of Public & International Affairs. Please [click here](#) for the overload forms for these three schools.

Students not officially admitted to one of the three schools above, please complete this form using your **Baruch email address** Submit this form via email to [academic.advisement@baruch.cuny.edu](mailto:academic.advisement@baruch.cuny.edu)

Please allow up to three business days for processing after you receive confirmation that we received your application.

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**STUDENTS APPLYING FOR A CREDIT OVERLOAD MUST HAVE A MINIMUM GPA OF 3.0**

Please note the following:

1. First semester first-year students and first semester transfer students are not eligible for a credit overload. **NOTE: Summer Session and Winter Session (January Intersession) does not count as your first semester. For the purposes of the Credit Overload, the first semester is either Fall or Spring.**
2. Students with unresolved INC grades are not eligible.
4. Approval of a credit overload does not waive course prerequisites.
5. Approval is not equivalent to permission to enter closed courses.
6. The maximum credit overload for the fall and spring semesters is 21 credits.
7. A maximum of 5 courses may be taken for the summer, with a limit of 3 courses in one session.
8. A maximum of 3 courses may be taken for the winter session.

**IMPORTANT: STUDENTS REGISTERED FOR A CREDIT OVERLOAD WILL NOT BE PERMITTED TO DROP ANY OF THEIR COURSES ONCE CLASSES BEGIN (first day of classes).**

Fill out the following:

First Name: \_\_\_\_\_ Last Name \_\_\_\_\_

EMPLID: \_\_\_\_\_

Fill out the following:

**\*FALL 20\_\_ OR Spring 20\_\_**

Credit Request 19 or 20 or 21 credits: \_\_\_\_\_

**\*WINTER 20\_\_** Number of courses \_\_\_\_\_

**\*SUMMER 20\_\_**

Number of courses for SUMMER SESSION ONE \_\_\_\_\_ Number of courses for SUMMER SESSION TWO \_\_\_\_\_

PLEASE READ CAREFULLY

Credit overloads require serious consideration and commitment to your academic pursuits. It is strongly recommended that you do not work or significantly reduce your present workload. Please make sure you have enough time to dedicate yourself to the course load you are requesting. **STUDENTS REGISTERED FOR A CREDIT OVERLOAD WILL NOT BE PERMITTED TO DROP ANY OF THEIR COURSES ONCE CLASSES BEGIN (first day of classes).**