

## REQUEST FOR EXCESS UNITS

Name \_\_\_\_\_ CWID \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

Potential Major or Academic Goal \_\_\_\_\_ Class level (if applicable) \_\_\_\_\_

**Policy**

A student, whose academic record justifies a study list of more than 4 units in Winter or more than the unit limits established for the varying sessions of Summer, must request approval. In general, only students with superior academic records are allowed to enroll in excess units. In addition, the need to enroll for additional units must be established. Factors such as time spent in employment or commuting, the nature of the academic program, extracurricular activities and the student's health should be considered in planning a study program.

**Open University Enrollment (students not admitted to CSUF):**

Must get approval from the Open University Advisors: Suzanne Batista, Gordon Hall 123B, [sbatista@fullerton.edu](mailto:sbatista@fullerton.edu)  
Margaret Luzzi, Titan Hall 1123, [mluzzi@fullerton.edu](mailto:mluzzi@fullerton.edu)

***Completed and approved form must be submitted to  
EIP Student Services  
Titan Hall 1117  
[EIPConnect@fullerton.edu](mailto:EIPConnect@fullerton.edu)***

Enrolled in: \_\_\_\_\_ Session: \_\_\_\_\_ Class No: \_\_\_\_\_ Units: \_\_\_\_\_

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Requesting: \_\_\_\_\_ Session: \_\_\_\_\_ Class No: \_\_\_\_\_ Units: \_\_\_\_\_

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Cumulative GPA \_\_\_\_\_ (If your GPA includes transcripts from a college/university other than CSUF, please attach an unofficial copy to this form.)

Reason for request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

*Approval signature is required and the box must be checked for approval or denial.*

**Comments:**

\_\_\_\_\_  
\_\_\_\_\_

Print Open University Advisor Name \_\_\_\_\_

Signature of Advisor \_\_\_\_\_ Date \_\_\_\_\_

Approved  Denied