



Florence-Darlington Technical College

Petition for Overload or Academic Standards

Note: Maximum load is eighteen (18) credit hours.

Section 1: Petition for Overload - Undergraduates requesting to enroll in more than 18 hours in a term or session as outlined below must complete this form and submit it to their advisor for review. The advisor will either approve or deny the request, or forward it with a recommendation to the Associate Vice President (AVP). (State Board Policy 3-2-202).

Section 2: Petition on Academic Standards - Undergraduate students who fail to achieve a cumulative GPA of 2.0 shall be placed on academic probation. Once on academic probation, a student shall remain on academic probation until the student has a cumulative GPA of 2.0. Students who are petitioning to take online classes from the online college while on academic probation or suspension must complete this form and submit it, along with a written statement (refer to Section B below), to their advisor for review.

A. What is the College policy for which you are requesting an exception?

- Petition for Overload
- Petition for Academic Standards Override

Student Information:

The student will be notified by e-mail of the final decision. Please be sure that the e-mail address listed below is correct.

Student ID: _____ Major: _____

Name of Student: _____

Address: _____ State: _____ Zip Code: _____

Telephone: _____ FDTC Email: _____

Course Name **and** Course Number of the class you want to take. _____

B. Why do you believe that you should be given an exception to this policy? Please elaborate on the reasons or issues, which brought about this request. Also, state what changes in you or your situation indicate that you will be able to fulfill this request. Attach additional pages if necessary.

Student's Signature *Date* *Advisor's Signature* *Date*

C. Comments and recommendation from advisor.

- Approved
- Denied

AVP Signature: _____

Registrar's Office processed date: _____

Associate Vice President: Please forward the completed Petition to Registrar Services.