



UNDERGRADUATE EXCESS CREDIT REQUEST

Office of Records & Registration
500 Hawk Drive, New Paltz, NY 12561-2439

Fall Winter Spring Summer Year 20____

Student ID #

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Last Name First Name MI

This form is required for all students who want to register for more than 19 credits and have a cumulative grade point average of less than 3.0 or students who want to register for more than 20 credits and have a cumulative grade point average of 3.0 or above. For summer session students, this form is required for undergraduates who wish to register for more than 12 credits or more than two seated courses. Students may add a third course to their summer registration without this form if it is an online course.

of Excess Credits _____ Total Semester Credits _____

SIGNATURES REQUIRED

I have declared an Academic Major

Major Advisor _____ Date _____

Dean of the School _____ Date _____

I have not declared an Academic Major

Academic Advisor _____ Date _____

Dean of Student Advising _____ Date _____

ADDITIONAL SIGNATURES IF APPLICABLE

EOP Student

EOP Advisor's Signature Required _____ Date _____

Education student currently registered for Student Teaching or Professional Core

Education Advisor's Signature _____ Date _____

Dean of School of Education _____ Date _____

IF APPROVED, SUBMIT THIS FORM WITH AN ADD/DROP FORM TO RECORDS & REGISTRATION.