



Enrollment Overload Form

Instructions to the Student:

1. Complete the form with the total number of hours you need for the semester. ***Course loads of 20+ hours require approval of the Associate Dean of Undergraduate Studies in addition to faculty advisor.**
2. A signature from your faculty advisor (or Chair/Director of unit) is required.
3. Email form to CoFADegreePlan@tcu.edu, or submit in-person to Moudy North 123.
4. The Coordinator of Degree Certification will notify the Registrar to increase the coarse load limit.
5. Enroll in course(s) via myTCU within 24 hours of submitting form to the Coordinator of Degree Certification. **Deadline is midnight on the final Friday of the registration period.**
6. Seniors planning to graduate in the current semester must attach a recent Degree Progress Core Report.
7. **NOTE: Additional financial charges may be applied as a result of credit-hour overloads.**

DATE: _____

TO: Coordinator of Degree Certification, College of Fine Arts

FROM: Department/School _____

CC: Faculty Advisor or Chair/Director: _____

SEMESTER: _____ YEAR: _____ GPA: _____
(Fall/Spring) *(Cumulative)*

Please allow: _____ ID # _____ CFA Major: _____
(Student Name)

To enroll in the following total number of hours this semester: _____

ADVISOR SIGNATURE: _____

STUDENT SIGNATURE: _____

*ASSOCIATE DEAN SIGNATURE: _____
(21+ credit hours ONLY)