



Credit Overload Waiver Request

NTC Policy 2062-1-01 states:
 A full-time learner is defined by Northwest Technical College as one who has enrolled for a minimum of 12 credits per semester. The maximum number credits that a learner is allowed to take in one semester are 19 if no College Readiness courses are needed.

If a learner needs College Readiness courses, the maximum is 16, including the College Readiness course credits (13 credits program coursework + 3 credits College Readiness = 16).

A learner may petition to take more than this amount if he/she meets the criteria related to academic progress, has an overall GPA of at least 2.5 (if applicable) and the recommendation of their advisor.

I, the learner am requesting a Credit Overload Waiver for _____ semester. My reason for this request is noted below.

Name

Tech ID#*

Reason for request:

Advisor Signature

Date

* Northwest Technical College is asking you to provide information that includes private information under the Minnesota Government Data Practices Act (MGDPA). Northwest Technical College is requesting this information to be able to correctly identify your records. You are not legally required to provide the information Northwest Technical College is requesting and may refuse to provide it. Only the Registrar (or designee) will receive and use this completed form.

The most current documentation is electronic, therefore please discard printed copy after 24 hours.			Print Date: 11/22/10 12:55 PM
Document Number:2062-4-01	Rev.	Page 1 of 1	Level # 4
Title: Credit Overload Waiver Request			Implementation Date: