

ADDITIONAL SEMESTER HOUR REQUEST

DAEMEN COLLEGE
Amherst, New York

MAXIMUM FULL-TIME COURSE LOAD: 17 semester hours (credit hours for credit-bearing courses & designated clock hours for non-credit courses)

ADDITIONAL SEMESTER HOUR REQUEST:

With the Advisor's approval, a student may enroll in more than 17 semester hours for a semester IF any one of the following applies:

- A. The student earned Dean's List status on the basis of the grades earned in the semester immediately prior to the semester for which the additional hours request is being filed.

For inclusion on the Dean's List, a student must be enrolled for a minimum of 12 semester hours of course work, 9 of which must be in letter grade (A,B,C,D,F) courses and earn a semester GPA of 3.30 or better. Students in this category will not be liable for additional semester hour tuition charges for the semester, provided the total courseload does not exceed 21 semester hours.

- B. The student's curriculum allows for additional credit hour semester(s).

Students in categories A or B will not be liable for additional semester hour tuition charges as per the terms set forth on the curriculum design applicable to the student at the time of entry to the College.

- C. The student meets **BOTH** of the following:

1. The student possesses a minimum cumulative quality point average (GPA) of 2.50
2. The total courseload for the semester does not exceed 21 semester hours.

Students in this category are responsible for payment (at the current rate) for the additional semester hours. consult the Student Accounts Office for complete details.

Name: (Last) _____ (First) _____ (Middle) _____ Date: _____

Address: (No. & Street) _____ (City) _____ (State) _____ (Zip) _____ Social Security Number: _____

Reason for Request: _____ Total Credit Hours Required: _____

I, the student, understand and agree to all of the terms listed above. Student's Signature: _____ Date: _____

APPROVAL: Advisor: _____ Date: _____ HEOP Advisor (if applicable): _____ Date: _____

FOR OFFICE USE ONLY: Registration Clerk: _____ Date: _____