



Graduate Assistantship Course Overload Permission Form

Request to exceed standard credit hour limits for graduate students with assistantships.

Due to their service obligations, Graduate Students who hold an assistantship (GTA, GRA, GA) may register for:

- 9 credit hours during the Fall and Spring semesters
- 6 credit hours during the Summer semester

without permission. Graduate students with assistantships who want to take an overload, defined as more than 9 credit hours in Fall and Spring and 6 credit hours in the Summer, must obtain permission from their graduate program coordinator/assistant chair, and assistantship supervisor. This form must be completed in full and submitted to the Graduate School for final approval. (Some programs may require additional levels of approval.)

Please note: Submit the form for Graduate School approval to gradss@westga.edu. Incomplete forms without all required signatures will not be processed. The student will be contacted via their secure UWG email account after the form has been processed.

COMPLETED BY STUDENT:

Student Name: _____ UWG ID: _____ Current GPA: _____

Assistantship Title: _____ Number of Hours Per Week: _____

Declared Major/Program of Study: _____

Requested Course/s and Hours: _____ Semester/Year: _____

Course (ex. ABCD 1234)	Course Title	Credit Hours

Assistantship Supervisor Signature (Required) _____ Date _____ Approved Hours _____

Program Coordinator/Assistant Chair's Signature (Required) _____ Date _____ Approved Hours _____

Graduate School Signature (Required) _____ Date _____ Approved Hours _____

Registrar's Office Use Only

Date