Rollins School of Public Heath CREDIT OVERLOAD REQUEST FORM

Per RSPH Academic Policy, full-time enrollment in the MPH/MSPH Program is nine (9) semester hours. Full-time degree seeking students completing the degree in three or four semesters may register in up to eighteen (18) credit hours per semester.

In exceptional circumstances where a traditional student seeks to enroll in more than eighteen (18) hours, they must obtain permission from their Director of Graduate Studies by completing this form.

Student ID:

PART A: STUDENT INFORMATION

Student Name:

Department:				
Expected Grad	uation Te	rm/Year:		
Degree Plan:	MPH	MSPH	Sub-plan (concentration):	
Certificate:	No	Yes, please	e specify:	

PART B: SEMESTER INFORMATION

Term: Total credits you wish to take:

Yes, please specify:

Complete the table below to provide information for EACH class you plan to take. Failure to submit all information will delay the review of your form.

Course Number and Title	Academic Session	Credits	Grading Basis

PART C: RATIONALE FOR OVERLOAD REQUEST: In this section yo requesting department approval for enrolling in more than eightee	
Include below information you think will be helpful to the departr	nent for the evaluation of your request
IMPORTANT:	
o Planning on dropping a course is not considered sufficient reason to requ	
 Audited courses count as part of a student's total allowable credits during course load when determining full-time and part-time status for financia 	
Student Signature:	Date:
Director of Graduate Studies Name:	
Director of Graduate Studies Signature:	Det-
	Date:
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Once signed by the student and DGS, the student will submit this form to their ADAP and Enrollment Services (rsphenrollmentservices@emory.edu) for processing.