PLEASE PRINT
Admissions & Records Petition
Carry an Excess Load

Rec'd By: _____

Date: _____

Petition refers to (Year)

Fall _____
Spring _____
Summer _____

SOLANO
COMMUNITY COLLEGE

_____
Student Name

_____
Mailing Address

_____
City   State   Zip

_____
Date of Birth

_____
SCC Email Address

_____
SCC ID#

PLEASE INDICATE TOTAL NUMBER OF UNITS ABOVE MAX REQUESTED FOR THIS SEMESTER: _____
(Max Fall and Spring-more than 20 units; Summer session-more than 12 units)

_____
Student's Signature   **Date**   **Telephone No.**   **Solano Email**

COUNSELOR REVIEW/COMMENTS:

_____

_____

_____

☐ I support this petition.

☐ I do not support this petition.

_____   _____
Counselor Signature   **Date**

<u>OFFICE USE ONLY</u>

Admissions and Records Director or designee clear in Banner? ☐ Y ☐ N   Notification Email? (initials/date) _____

Comments: _____

_____

_____

Student responsible for understanding information on all pages of documents.   Page **1** of **2**
Updated: 05.31.2018 NB
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Carry Excess Load Information and Instructions

This form should be completed well in advance of priority registration for the term in which you wish to be readmitted. Readmit Petitions done after that time may not be able to be completed in time for you to register for classes.

If you are approved to carry an excess load, it is good for only one term.

Instructions:

1. Complete this form
2. See a Counselor
3. Counselor will make recommendation that will be reviewed by Dean of Counseling or designee.
4. Counseling office submits to Admissions and Records where the clearance is made for the student.
5. A&R emails copy of form to student's SCC email within 10 business days of submission to Counseling.

If denied and student wishes to appeal, student should contact the Director of Admissions and Records or designee. If a satisfactory resolution cannot be reached; student should complete the **Appeal Petition** and submit to Counseling for the Academic Council to review.

Student responsible for understanding information on all pages of documents. Page **2** of **2**
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