



Registrar's Office
420 West Main Street
Danville, VA 24541
Fax: 434-791-7181

Permission to Take More than 18 Credit Hours

Students may not take more than 18 credit hours during a semester, **except** with the approval from the student's academic advisor and the Registrar's Office.

Please note - There is an additional charge for taking more than 18 credit hours in a semester. Before filling out this form, it is recommended that students check with Student Accounts to review the cost.

Name: _____ Student ID# _____

Email: _____

Phone: _____

Course(s) requesting to add:	Credit Hours:
<i>Example: PSY110</i>	<i>3</i>

If you are registering for classes and will be at 18 credits, you do not have to fill out the above chart. This only needs to be completed if you are registered for 18 credits and need to add any additional course(s).

Semester: _____ Year: _____

Advisor's Signature: _____ Date: _____

Registrar's Signature: _____ Date: _____