



**EVERGREEN  
VALLEY COLLEGE**

# EXCESS UNIT AUTHORIZATION FORM

Fall/Spring Semester Maximum Load: 18.0 units

*Students who plan to exceed 18 units may request authorization to enroll in an additional 4 units, for a total of 22 units.*

- **Summer Maximum Load:** 10 units per session (no excess units permitted)
- **Winter/Intersession Maximum Load:** 7 units (no excess units permitted)

**Considerations for Approval:**

- An abbreviated or comprehensive educational plan on file at EVC
- Completion of at least 15 units with a minimum 3.0 GPA at one or more colleges
- An overall GPA of 3.0 or higher (or if student has primarily taken non-graded courses, student has completed at least 75% of all attempted units)

Students who wish to enroll in more than the maximum unit load during the Fall or Spring semester must obtain approval from an EVC counselor. A "Petition for Excess Units" counseling appointment is required. If approved, the signed petition must be submitted to Admissions & Records to register for the additional course(s).

Date: \_\_\_\_\_ Semester:  Fall  Spring Year: \_\_\_\_\_

Name: \_\_\_\_\_ SID #: \_\_\_\_\_

Email Address: \_\_\_\_\_ SJECCD Cumulative GPA: \_\_\_\_\_

Give a brief reason for requesting approval of additional units: \_\_\_\_\_

\_\_\_\_\_

Student's Signature: \_\_\_\_\_



**NOTE TO COUNSELOR: Document approval (in SARS Notes) or denial of excess units (in SARS Alert).**

Approved

Denied

Comments: \_\_\_\_\_

\_\_\_\_\_

Counselor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STUDENT: SUBMIT THIS PETITION TO THE EVC ADMISSIONS & RECORDS OFFICE**

Email: [evcar@evc.edu](mailto:evcar@evc.edu)