FOOTHILL COLLEGE

PETITION FOR EXCESS UNITS (22.0 OR MORE UNITS)

Name:	**CWID:**
Email:	**Petition Date:**
Cumulative GPA:_____**Previous Term GPA:** _____	**Term:**_____**Year:**_____

PETITIONS FOR EXCESS UNITS MUST MEET THE FOLLOWING REQUIREMENTS

- Completed a minimum of 30.0 quarter units (Must submit transcript from other institution to verify completion of 30 units)
- Must have successfully completed 18.0 or more units in a single quarter
- Must have a cumulative GPA of 3.00 or above
- A comprehensive **DEGREE WORKS EDUCATION PLAN IS REQUIRED**
- Approved petitions will be processed once Priority Registration Ends
- Petitions processed during the first two weeks of the term require add codes for registration

TOTAL NUMBER OF UNITS REQUESTED (INCLUDED EXCESS): _____

TOTAL NUMBER OF HOURS OF EMPLOYMENT PER WEEK: _____

Course Name	Course Units

Course Name	Course Units

If requesting 25.0 units or less, sign below and submit to the Admissions and Records Office.

Student Signature:_____ Counselor Signature: _____

ACADEMIC COUNCIL REVIEW FOR 25.5 OR MORE UNITS

PLEASE EXPLAIN YOUR REASON FOR PETITIONING:

Student Signature:_____ Date: _____

Counselor Comments:

Recommendation(s):

☐ Approve ☐ Deny ☐ No Recommendation

CounselorSignature: _____

FOR ACADEMIC COUNCIL USE ONLY

☐ Approved ☐ Denied ☐ Other