Student Overload of Hours Policy

**19 hours: Maximum hours allowed without special approval

** Requesting 20-21 credit hours:
- Students must have a 3.0 GPA in the last 30 hours completed – the office of the Vice President for Academic and Student Affairs will verify.
- Students must complete the Student Overload Request Form found on the website: [Student Overload Request Form](#) The request will then be forwarded to the student's academic advisor for an advisor's recommendation.
- The office of the Vice President for Academic and Student Affairs will grant approval based on all requirements met.
- If approved, maximum hours are increased and the student is notified via email of the decision. Notification to students will be sent within 48 hours of receipt of request.

**Requesting 22-24 credit hours:
- Students must have a 3.0 GPA in the last 30 hours completed – the office of the Vice President for Academic and Student Affairs will verify.
- Students must complete the Student Overload Request Form found on the website: [Student Overload Request Form](#) The request will then be forwarded to the student's academic advisor for an advisor's recommendation.
- The request will then be forwarded to the Academic Council for approval based on all requirements met.
- If approved, maximum hours are increased and the student is notified via email of the decision. Notification to students will be sent within 48 hours of receipt of request.

Students may not register in more than 24 credit hours in a semester per Oklahoma State Regents for Higher Education Policy.