Extra Unit Authorization for Fall 2015

Through July 12, 2015, students may enroll in a maximum of 13 units; graduating seniors may enroll in up to 19 units. Beginning July 13, 2015, all students in good academic standing may enroll in a maximum of 16 units. Undergraduate, graduate and credential students wishing to attempt additional units must obtain the required signatures of approval outlined below on this form. This form, with all necessary signatures, must be filed with Admissions and Records BEFORE adding extra units. Extra Unit Authorization forms will be processed beginning July 13, 2015.

PRINT CLEARLY (form will not be accepted if illegible)

Name: ____________________________  CSUN Student ID: ____________________________

Term: ____________________________  Year: ____________________________  Major: ____________________________

Phone: ____________________________  CSUN email: ____________________________  @my.csun.edu

Alternate email: ____________________________  @

Fill in the following information.  Circle your class level:  FR  SO  JR  SR  2nd BA/BS  GRAD
Have you applied for graduation?  ______  If yes, when do you expect to graduate?  ______
How many hours do you work each week?  ______  How many units are you currently enrolled in?  ______
How many additional units are you requesting?  ______

CSUN GPA ______  Cumulative GPA ______  Number of units completed toward your degree ______

Additional planned course work:

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<tr>
<th>Department</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Units</th>
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Students on Probation – Maximum 13 units

Undergraduate students on probation or on an Academic Performance Agreement are first required to seek academic advisement and signature approval from their Student Services Center/EOP Satellite (SSC/EOP) or Advising Resource Center/EOP (ARC/EOP) if undeclared and then the Associate Vice President of Undergraduate Studies. You will be notified of the decision. If approved, pick up this form from Undergraduate Studies (UN 215) and take it to Admissions and Records.

[ ] Recommend approval for _____ additional units, total of _____ units.  [ ] Recommend denial.

SSC/EOP Director:  Signature______________________ Print Name__________________________ Date _________

[ ] Approved for _____ additional units, total of _____ units.  [ ] Request denied.

Associate Vice President of Undergraduate Studies: __________________________________________ Date _________

Students not on Probation – See above for maximum number of units allowed and deadlines.

Undergraduate students requesting to take more than 16 units must obtain the signature of the Associate Dean for their major or the Associate Vice President (AVP) of Undergraduate Studies (UGS) if undeclared, and submit the signed form to Admissions and Records. Graduate students must obtain the signature of their graduate coordinator or credential advisor. PBU or Interdisciplinary MA/MS students must obtain the signature of the AVP of Graduate Studies (UN 265).

[ ] Approved for _____ additional units, total of _____ units.  [ ] Request denied.

Associate Dean of Major or AVP, Undergraduate Studies (for undeclared students) or Graduate Coordinator

Print Name______________________ Date__________  AVP, Research and Graduate Studies

Print Name______________________ Date__________  Required for PBU or Interdisciplinary Studies students

03/25/15

Undergraduate Studies