

# Pennsylvania College of Technology

## Policy Statement

**Title:** Academic Overload

**Number:** P4.35

**Approved by:**  
Presidential Action

**Approved Date:** 4/1983  
**Last Review Date:** 11/2024  
**Last Revision Date:** 11/2024

**Persons/Departments Affected:**

Academic Schools, Academic Advisors, Students

**Responsible Department:**

Academic Affairs

**Definitions:**

Overload -- Enrollment of more than 18 credits per 16-week semester is considered an academic overload (except when the curriculum sequence, as set forth in the official College Catalog, indicates semester loads of more than 18 credits). Academic overload in the summer is more than 18 total credits during the time between the conclusion of the spring semester and the start of the fall semester.

Regular Semesters – Spring and fall semesters; also summer semesters for year-round enrollees in specific majors.

Enrollment - Major(s) that a student has enrolled in.

Cumulative enrollment grade-point average - Grade-point average calculated from the time the student entered the active enrollment and all courses that apply from prior enrollments.

**Policy:**

I. Regular Semesters

- A. Students who wish to take a schedule overload must obtain academic advisor approval and the signature of the dean/assistant dean for the school in which they are enrolled.
- B. A student must have earned a 3.0 cumulative enrollment grade-point average in order to qualify to take an overload.

II. Summer Terms

- A. More than 18 cumulative credits during the summer sessions requires the approval of the student's academic advisor and the dean/assistant dean of

the major in which the student is enrolled. Recommended maximum enrollments are as follows:

1. For three-week sessions - 5 or fewer credits.
2. For five-week sessions - 8 or fewer credits.
3. For eight- or ten-week sessions - 10 or fewer credits.

**Revision History:**

Date: 11/2024 Added definitions and updated terminology of “cumulative grade-point average” to “cumulative enrollment grade-point average” to match student information system conversion.

Date: 03/2016 Clarified language relating to majors with profiles that include more than 18 credits per semester.

Date: 08/2011 Revise to new format; editorial changes

Date: 04/2002; 11/1999

**Cross References:**

Academic Overload Procedure, [PR4.35](#)