

OVERLOAD COURSE APPLICATION FOR FT MBA

Students are permitted to overload a course (take more than the normal course load per term) provided they have a 3.2 GPA and there is space available in the course. An overload may also be considered an EXTra Course. Students will only be permitted to overload or take an EXTra course once per term.

Normal Elective Course Load Per Term:

- **Full-Time MBA** (including JD/MBA & MBA/MGA): 5 elective courses/term

IMPORTANT: As per SGS policy, if an overload course accelerates the completion of your program requirements, you will be put forward for graduation immediately following the term in which those requirements have been met; further registration will not be permitted.

IMPLICATIONS OF EARLY PROGRAM COMPLETION:

- Students who have not paid the total academic fees for their program will be required to pay the outstanding balance known as **Balance of Degree Fee (BOD)**.
- **OSAP and other student loans (including PSLP):** future instalments and repayment dates will be affected.
- Access to UofT and Rotman resources: these will be adjusted to reflect your registration status.
- Health insurance coverage: coverage will end for those without registration

Students are encouraged to discuss the implications of overloading and/or completing their program requirements early with their Assistant Director.

Processing Sequence: Students who wish to overload must complete and submit this form to the RO prior to the Rotman Add/Drop deadline for each term. Overload requests are not permitted during the Winter/Summer Intensive terms.

Last Name: _____ First Name: _____

Student Number: _____ Preferred Name: _____

Program: Full-Time MBA JD/MBA MBA/MGA Other: _____

Term Applying for: Fall (Sept-Dec) Spring (Jan-Apr) Summer (May-Aug)

Pref. No.	Course Code & Section (i.e. RSM2306 Sec. 0105)	Course Name (i.e. Options and Future Markets)	Alternate Section
1			
2			

Application Deadline & Approval

The deadline for students to submit the completed application is the same as the Rotman Add/Drop deadline of that given term. Applications will be reviewed (in order of date received) on the final date of the Add/Drop period, provided that there is space in the course and no wait list. Formal approval will be communicated via e-mail and Quercus course page access will be granted.

If you have any questions, please speak with your Assistant Director regarding your academic plans before submitting an overload request.

By signing this form, I confirm that I have read and understand the policy, implications and procedures to overload a course. I confirm that I have obtained a minimum B average/3.2 GPA.

Student Signature: _____

Date: _____