

Petition to Exceed Summer Credit Limit

Students may register for up to 10 credits (up to 12 credits for a full-time residency) in the summer semester with advance permission from the Vice Dean, Academic and Faculty Affairs. No student may register for more than 10 credits in the summer unless the student is doing a full-time summer residency. A student doing a full-time summer residency may register for up to 12 credits for the residency with the advance permission of both the Externship Director and the Vice Dean, though the final decision rests with the Vice Dean.

For each credit, students should plan for approximately 14 hours of in-class work and 30 hours of out-of-class work or at least an equivalent amount of work for other academic activities including simulation, field placement, clinical, co-curricular, and other academic work leading to the award of credits. Details about MHSL's credit hour policy are found in the Catalog online at <https://mitchellhamline.edu/catalog/>.

Please note that condensed courses often have advance assignments such as reading expected before the course start date and papers or other deliverables due after the last course meeting.

Name: _____ ID#: _____

Phone Number: _____ Email Address: _____

Term: Summer Year: 20____ GPA _____ Program _____

Please list all of the courses you plan to take below and attach a brief statement that includes

1. how exceeding the credit limit will assist you with your academic and career goals
2. what your work, travel, and other plans are this summer.

Course	Start Date	End Date	Credits

Student Signature: _____ Date: _____

Return completed form to Academic Affairs (academicaffairs@mitchellhamline.edu).

Office use only

Vice Dean Approval ____12 ____11 ____10 ____9 ____Not approved Signature: _____

Residency Approval ____12 ____11 ____Not approved Externship Director Signature: _____

Date received: _____ Completed by: _____

Last updated March 2025