

EXCESS UNITS REFERRAL

Students interested in enrolling in more than 18 units during Fall/Spring semesters or more than 10 units during the Summer semester will need to meet with a Counselor for an excess units referral.

Reminder: students may request up to 6 units during intersession without VPSS/Dean approval, you may send this form directly to Admission & Records (coadmissions@peralta.edu) for enrollment. Anything above 6 units will require VPSS/Dean approval. Please see tables below for approval information.

FALL/SPRING SEMESTERS	# OF UNITS
APPROVAL FROM COUNSELOR	18.5-21.5
APPROVAL FROM VPSS/DEAN	22-25

SUMMER SEMESTER	# OF UNITS
APPROVAL FROM COUNSELOR	10.5-11.5
APPROVAL FROM VPSS/DEAN	12+

Name: _____ Student ID #: _____ Date: _____

Phone/Email: _____ Total # of Units Petitioning For: _____ Year: _____

Term: Fall Spring Summer Winter Intersession Spring Intersession Summer Intersession

Class Code	Dept & Course #	Course Title	Units	VPSS/Dean Approval

Counselor Name: _____

Counselor Signature & Date: _____

X _____
VPSS/Dean Approval

Date

NOTE: MUST ATTACH UNOFFICIAL TRANSCRIPTS FOR CONSIDERATION

