

# Lawrence University Overload Policy

Effective for all students who matriculated in Fall 2012 or thereafter

## Academic Policy

A normal load is 18 units per term (plus music ensembles). All students may register for up to 22 units per term, and eligible students may register for up to 27 units in a single term with additional fees (see below). Music ensembles are not included in load counts.

To be eligible to overload, a student must be in good academic standing, have earned at least a 'B' average (3.000) in each of the last three terms of attendance, and have approval from their academic advisor. Exceptions are made by petition to the Subcommittee on Administration.

Students register for an overload after the start of term (no advance registration). Registration is a two-step process. First, the eligible student submits an overload request form to the registrar's office to raise the maximum allowable units from 22 to 27. Then the student adds the courses in Voyager using the normal registration procedure. Registration must be completed by the end of the class change period to avoid late fees. Petitions to overload are never accepted after week 8 of the term in which the course is taken.

## Financial Policy

Students who are **degree seeking** are not charged for music ensembles (MUEN) or theatre productions (THAR 355 & 357) and receive a one-time waiver of the overload fee for 23-24 units in a single term (the per-unit fee is charged for 25 or more units). Students are charged for 23 or more units in subsequent terms.

Students who are **non-degree seeking** are charged for all courses, including music ensembles and theatre productions, and are not eligible for the one-time waiver.

Students who have been officially accepted into the **double degree program** receive a double-degree scholarship equal to seven units in an academic year. This scholarship can be used to offset overload fees up to seven units; standard fees apply for additional units. Unused scholarship funds do not carry over to the next academic year. A student must remain in the double degree program per the Conservatory Committee on Administration to be eligible, and eligibility is reviewed at the end of each academic year along with all other Conservatory aid.

Tuition is charged for courses in which the student is officially registered, regardless of attendance or final grade. Overload fees will be charged based on a student's official registration for the term (attempted units). Failure to successfully complete and earn credit for all registered courses will not cancel or modify any overload fees that have been assessed.