

# ENROLMENT OVERLOAD POLICY

- 1.** Students will only be permitted to enrol for an overload (more than four units or 50 points in either Semester 1 or Semester 2) in exceptional circumstances, because in most cases the overload will affect academic performance.
- 2.** Definition of Load
  - a.** a full-time load is defined as either four units (50 points) per semester (Semesters 1 and 2), or two units (25 points) during the combined Spring-Summer semesters
  - b.** a part-time load is defined as two units (25 points) per semester (Semesters 1 and 2) or one unit (12.5 points) during each of Spring and Summer semesters.
- 3.** No overloads will be approved for summer or spring semesters.
- 4.** Students will be permitted to enrol with an overload only if they have achieved a Credit average or better, and have passed all units attempted, in the previous two compulsory semesters.
- 5.** Students who fail one or more units in the previous academic year may be considered for an overload only in 'exceptional circumstances'.
- 6.** Overloads considered
  - a.** under paragraph 4, may be approved, in writing, by a Major Coordinator, having note of the student's academic performance;
  - b.** under paragraph 5, may be approved, in writing, under the 'exceptional circumstances' condition only by the Degree Coordinator, in consultation with the relevant Major coordinator/s.
- 7.** The relevant Faculty Officer (Associate Dean, Teaching & Learning or Manager Academic Administration) must also approve the overload and arrange for the recording of the overload on the student's academic record held on the USRS.