



Credit Limit Increase Request

IMPORTANT INFORMATION	
<p>Maximum credit limits are in place to ensure students will be successful in their studies. Students who wish to enrol in more than the allowed credits, will require permission approved in exception circumstances.</p> <ul style="list-style-type: none"> If a credit limit increase is approved, students will not be eligible for a Request for Exception due to the increased course load. A request for credit limit increase will only be reviewed and approved after general course registration has opened and all students have had a chance to register. Requests to exceed the credit limit is approved on a term by term basis. <p>Students on academic probation are not eligible for a credit limit increase.</p>	
INSTRUCTIONS	
<ul style="list-style-type: none"> Complete the Credit Limit Increase Form Submit to dc_cli@douglascollege.ca 	
STUDENT INFORMATION	
Student Number:	Student Name:
Phone Number:	Email:
Semester You Are Requesting This Increase For:	
Is This Your Final Term Before Graduating?:	Credit Limit Requested:
Student Signature:	Date (DD/MM/YY):
COURSES	
Please list the courses you wish to take in the upcoming semester.	
RATIONALE	
Please provide a rationale for the request to increase your credit limit for the upcoming semester.	

Date Request Received:
Enrolment Services

Collection Notice
Your personal information is collected by Douglas College under the authority of Section 27 (2) of the Freedom of Information and Protection of Privacy Act (FIPPA). The information will be used to process your credit limit increase request. Questions about the collection of this information may be directed to the Registrar at: reg_admin@douglascollege.ca .