



**LEHMAN**  
COLLEGE

**Office of Academic Standards and Evaluation**  
**Undergraduate Advisement**  
 250 Bedford Park Boulevard West, Shuster Hall 280  
 Bronx, NY 10468  
 Phone: 718.960.8104 Fax: 718.960.7390  
 Website: www.lehman.cuny.edu

**Permission  
for  
Excess  
Credits**

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

EMPL ID #: \_\_\_\_\_

INDEX: \_\_\_\_\_

Permission is granted for this student to take excess credits for the \_\_\_\_\_ semester. Total credits allowed this term: \_\_\_\_\_.

It is understood that the student will pay an additional Non-instructional Fee according to the following schedule:

<u># of Credits</u>	<u>Fee</u>
19-20	\$100.00
21-22	\$230.00
23-24	\$460.00

Academic Advisor Signature: \_\_\_\_\_

## **If you wish to register for**

- **more than 18 credits during a fall or spring semester:**
- **more than two courses per summer or winter session**
- **more than 16 credits across all three summer sessions**

- ★ You must have passed all CUNY/ACT and CUNY Skills Assessment Tests.
- ★ You must have completed the English Composition Requirement (either by passing ENG 121 or its equivalent or by examination).
- ★ Your G.P.A. (overall grade point average) must be 3.0 or better.
- ★ You must have no pending INC (Incomplete) grades pending from the previous semester.
- ★ Your transcript must not show a pattern of withdrawals.