Form No: A1

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD**

 **OFFICE OF THE DEAN (ACADEMIC)**

**FORM FOR ACADEMIC OVERLOAD**

**[Applicable only if CGPA is 7.5 or above]**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Academic Session:** |  | **Semester**  | Monsoon |  | Winter |  | Summer |  |

|  |  |  |
| --- | --- | --- |
| 1. | Name of Student |  |
| 2. | Admission No. |  | Department |  |
| 3. | Program |  | Branch (if any) |  |
| 4. | Institute Email ID |  | Current Semester |  |
| 5. | Contact Number |  | Current CGPA |  |

**All fields from A to E are mandatory (applications with missing fields will be summarily rejected)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A** | **B** | **C** | **D** | **E** |
| Sl. No | Course Type  | Overload Course | Type of Overload Course | Write Extra, if taken as an Extra Course (No CGPA Weightage) |
| ***\*See overleaf*** | ***Course Code*** | ***Course Name*** | ***Fresh/ Backlog/ Dropped*** |
| ***E.g.*** | ***DE3*** | ***ECD411*** | ***Machine Learning & Artificial Intelligence*** | ***Fresh*** | ***Extra*** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |
| **5** |  |  |  |  |  |

\*\* **Mention Correct Course Type. Incorrect Course Type will lead to discrepancy in Credits Requirement** \*\*

\*\*\* **Do not mention those Course Types which have already registered** \*\*\*

**Reasons for seeking Overload** *(Mark with a tick √ as appropriate)*

|  |  |  |
| --- | --- | --- |
| 1. | Overload is sought to do extra credits which will be required for completion of Dual Degree/Double Major. |  |
| 2. | Overload is sought for clearing backlog/dropped course(s) for completion of academic program. |  |
| 3 | Overload is sought for clearing fresh (advanced) course(s) for completion of academic program. |  |
| 4. | Overload is sought to do extra credits (weightage of the courses will not be counted for SGPA/CGPA/OGPA) |  |
| 5. | Any other reason for doing overload. |  |

If you put a tick √ on No. 5 above, please explain the reasons:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 (Signature of Student)

Forwarded by Convener DUGC/DPGC (Name and Signature): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FOR OFFICE USE ONLY**

|  |  |
| --- | --- |
| **Verification:**The facts, as stated above are **CORRECT/NOT CORRECT** as per records available.**Observations, if any:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature of Dealing Assistant & AR (UG/PG) | Permission for:**OVERLOAD: Granted / Not Granted****Remarks, if any:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature of Assoc. Dean (UG/PG) |

**Approved by**

Dean (Academic)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\*For correct course type, you are advised to visit the IIT(ISM) website 🡪 Academics 🡪Course Structure 🡪 Download the course structure of your department 🡪 Find the Course Type in respective semester of your program for overload course/s.

*If you have a backlog in specific course or dropped a specific course or wants to take an advance course as an overload, mention the correct Course Type (viz. OE1, OE2, OE3…., DE1, DE2, DE3…., DC1, DC2, DC3…., IC5, IC6, IC7…., DP4, DP5, DP6…., ESO1, ESO2, ESO3…. etc.)*