

Los Angeles **Pierce** College

OVER UNIT REQUEST FORM FOR WINTER OR SUMMER

This form is to request up to 11 units for Summer or Winter. Students who wish to enroll in 12 units or more are required to see a counselor. To meet with a counselor, go to: <https://www.lapc.edu/student-services/counseling-dept>

Last Name	First Name	Student ID #	Semester and Year

Course name & number I am currently enrolled in	Class Number (five digits)	Units
Course name & number I am requesting to enroll in	Class Number (five digits)	Units

Student Signature	Date

Directions for Students

1. Submit this form to the Admissions and Records Office at Pierce College in person or through the Virtual Center.
2. To submit this form through the Virtual Center, your camera and microphone must be activated. Go to <https://kiosk.na1.qless.com/kiosk/app/home/100100000300>
3. The form will be processed within 3 business days. Admissions will notify the student.
4. If approved, the student will enroll themselves in the class.