



Petition for Over-50% Appointments for Graduate Students

For a student to be appointed more than 50% in any capacity, the department must petition the Graduate School for an exception to the 50% rule prior to the appointment. A student may be appointed for 100% during the summer and semester breaks without filing an exception.

Student fill out and electronically sign the first section, forward to advisor who will finish the form, electronically sign it, and email it to Gretchen O'Connell: gretchen.oconnell@colorado.edu

Section to be filled by student requesting the exception:

Name: _____

Department: _____

Student ID: _____

Email Address: _____

a) Details regarding the additional appointment (percentage of time, type of work, benefit to student, etc.)

b) Current academic status (status of graduate career, GPA, dissertation progress, etc.)

Signature of Student: _____

Section to be filled by Academic Advisor:

Name of Academic Advisor: _____

Email: _____

I approve of this overload appointment and will monitor the student's academic progress to ensure that the additional work does not negatively affect their studies. Yes No

Additional Comments:

Signature of Academic Advisor: _____

[Submit to Graduate School for Approval](#)