

Requesting to be Enrolled in 20+ Credit Hours

If you are an undergraduate student within the College of Liberal Arts and Social Sciences and want to enroll in 20 credit hours or more for a given quarter, you are required to submit the online request form. Here are the steps you need to take to submit your request:

1. Click the link below to access the **TwentyPlus** application.

<https://lascollege.depaul.edu/TwentyPlus>

2. Login using your Campus Connect username and password.

DEPAUL Request for 20+ Credit Hours

Please use your Campus Connect username and password to log in.

Log In

User Name:

Password:

Log In

LAS Undergraduate College Office
2352 N. Clifton Ave., Suite 130, Chicago IL 60614
(773) 325-7310 / FAX (773) 325-7311
LASRegistration@DePaul.edu

DePaul University Home
College of Liberal Arts and Social Sciences

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3. After reading each statement carefully, check all the statements to acknowledge that you have understood and met all the given requirements.

DEPAUL Request for 20+ Credit Hours

Do you understand and meet the following requirements?

- My cumulative GPA is at least 3.0
- I have earned at least 44-credit hours
- I have successfully completed four courses at DePaul in any previous quarter
- I understand that there is a per-credit tuition charge for an excess load over 18 quarter hours

Is your contact information up to date?

Name: Daniel Dawkins
Student ID: 3456789
Phone: 312/222/1234
Email: abien@depaul.edu
Primary Major: BA-Political Science

Incorrect or missing info? Please update them in Campus Connection.

4. Your name, student id, phone number, email address and primary major will all be automatically displayed. The application is synced with the information you provided on Campus Connect.

If there is any discrepancy in the given information, click the **Campus Connection** link and change your information. The system will take at least 24 hours to update your information.

The screenshot shows the top portion of a web form titled "Request for 20+ Credit Hours" for DePaul University. The header includes the DePaul logo and the title. Below the header, there is a section titled "Do you understand and meet the following requirements?" with four checked checkboxes: "My cumulative GPA is at least 3.0", "I have earned at least 44-credit hours", "I have successfully completed four courses at DePaul in any previous quarter", and "I understand that there is a per-credit tuition charge for an excess load over 18 quarter hours". A box highlights the "Is your contact information up to date?" section, which lists: Name: Daniel Dawkins, Student ID: 3456789, Phone: 312/222/1234, Email: abien@depaul.edu, and Primary Major: BA-Political Science. A red note below the contact info says "Incorrect or missing info? Please update them in Campus Connection."

- From the **Requested Quarter** drop-down list, select the quarter in which you want to take 20+ credit hours.

Note: In the drop-down list, you will only see the quarters for which registration is currently open.

This screenshot shows the "What course(s) do you want to take?" section of the form. It includes the same contact information as the previous screenshot. Below that, there is a "Requested Quarter:" drop-down menu with "2014-2015 Autumn" selected. A tip below it says "Tip: Detailed course: 2014-2015 Autumn d in Campus Connection." There are two rows for course selection: "Course 1:" and "Course 2 (alternate):". Each row has a "Subject" drop-down menu, a "Course #" text box, a "Section #" text box, and a "Class #" text box with a "5 digits" label. At the bottom, there is a "Comments:" text area with a "Limit: 500 characters" label. A note at the very bottom says "Please include the reason for your request and any additional information that may be relevant in evaluating the request."

- In the **Course 1** section, select the subject that you would like to take from the **Subject** drop-down list.

What course(s) do you want to take?

Requested Quarter: 2014-2015 Autumn

Tip: Detailed course information can be found in Campus Connection.

Course 1: [Dropdown menu showing course list]

Course 2 (alternate): [Dropdown menu]

Comments: [Text area]

Submit this Application

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7. Enter the appropriate **Course** number, **Section** number, and **Class** number in the respective text fields.

Note: The **Class** number is 5 digits.

What course(s) do you want to take?

Requested Quarter: 2014-2015 Autumn

Tip: Detailed course information can be found in Campus Connection.

Course 1: AAS - Asian American Studies
Subject: [Text field] Course #: [Text field] Section #: [Text field] Class #: [Text field]

Course 2 (alternate): [Dropdown menu]
Subject: [Text field] Course #: [Text field] Section #: [Text field] Class #: [Text field]

Comments: [Text area]

Submit this Application

8. You can optionally request a second course.

What course(s) do you want to take?

Requested Quarter: 2014-2015 Autumn

Tip: Detailed course information can be found in Campus Connection.

Course 1: AAS - Asian American Studies
Subject: [Text field] Course #: 211 Section #: 101 Class #: 14343

Course 2 (alternate): [Dropdown menu]
Subject: [Text field] Course #: [Text field] Section #: [Text field] Class #: [Text field]

Comments: [Text area]

Submit this Application

9. In the **Comments** field, enter the reason for your request and any additional information that may be important in evaluating the request.

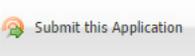
What course(s) do you want to take?

Requested Quarter: 2014-2015 Autumn
 Tip: Detailed course information can be found in [Campus Connection](#).

Course 1: AAS - Asian American Studies 211 101 14343
 Subject Course # Section # Class #

Course 2 (alternate): 5 digits
 Subject Course # Section # Class #

Comments:
 Please include the reason for your request and any additional information that may be relevant in evaluating the request.



10. Click the **Submit this Application** button to submit the request.

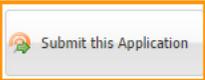
What course(s) do you want to take?

Requested Quarter: 2014-2015 Autumn
 Tip: Detailed course information can be found in [Campus Connection](#).

Course 1: AAS - Asian American Studies 211 101 14343
 Subject Course # Section # Class #

Course 2 (alternate): 5 digits
 Subject Course # Section # Class #

Comments:
 Please include the reason for your request and any additional information that may be relevant in evaluating the request.



You will receive a confirmation email that your application has been successfully submitted. Once the application is reviewed and a decision is made, you will be notified via email.

Comments:
 Please include the reason for your request and any additional information that may be relevant in evaluating the request.

Application successfully submitted.

What's next?

1. You should receive a confirmation email (at your listed email address above) in a few minutes.
2. You will receive an email notification once your application has been reviewed.

Please contact LASRegistration@DePaul.edu for any questions (more contact information listed at bottom of this page).