

UNION COLLEGE COURSE REGISTRATION OVERRIDE

Bring this form to the Registrar's Office in Silliman Hall

Instructions to Students and Faculty:

- Check the appropriate box below for the override approval request, complete all information within the block, and obtain the required signature(s).
- All information within the individual permission box **must** be completed before the request can be processed.
- Overrides below do not register a student for a closed course, unless the closed course box is also checked and signed.**
- This form does not waive any deadlines.** Students are responsible for meeting all registration deadlines; late submissions will not be accepted.

Printed Student Name: _____ ID # _____ Registration Term _____
 Major(s): _____ Class Year _____
 Student Signature: _____ Date _____

<input type="checkbox"/> CLOSED COURSE: add this course, above the course capacity Course _____ Section #: _____ Instructor (Print Last Name) _____ Signature _____	<input type="checkbox"/> TIME CONFLICT: add this course, if it is open, which meets at the same time as a course for which you are already registered Course _____ Section #: _____ Instructor (Print Last Name) _____ Signature _____
<input type="checkbox"/> CO- REQUISITE: add or waive course, if it is open, without the required co-requisite course or lab Allow registration in this Course _____ Section # _____ Waive this co-req Course _____ Instructor (Print Last Name) _____ Signature _____	<input type="checkbox"/> INSTRUCTOR CONSENT: add this course, if it is open, overriding the prerequisite(s) or class year or major Reg Restrictions Course _____ Section #: _____ Instructor (Print Last Name) _____ Signature _____
<input type="checkbox"/> RETAKE OVERRIDE: add a course, if it is open, despite having taken it once for credit Course _____ Section #: _____ Instructor (Print Last Name) _____ Signature _____	<input type="checkbox"/> DROP COURSE: drop this course (s) Course _____ Section #: _____ Course _____ Section #: _____ Course _____ Section #: _____

FOR ADMINISTRATIVE USE ONLY: DATE PROCESSED: _____