



## CLASS PERMISSION OVERRIDE FORM

**Instructions:** All students receiving an override signature must bring this form to the Registrar's Office – 120 Millstein Library.  
Some overrides may affect financial aid status and/or tuition.

<b>Last Name</b>		<b>First Name</b>	<b>PeopleSoft ID #</b>	<b>SS#</b> (Last 4 digits only)	<b>Term &amp; Year</b> Fall _____ Spring _____ Summer _____
<b>Subject</b>	<b>Catalog #</b> (4 digits)	<b>Class #</b> (5 digits)	<b>Reason for Override: Check only those applicable</b>		
			<input type="checkbox"/> Pre or Co-requisite <input type="checkbox"/> Closed Class <input type="checkbox"/> Time Conflict <input type="checkbox"/> Department Permission <input type="checkbox"/> Instructor Permission		
<b>Course Title</b>			<b>Date Permission Expires</b>		
<b>Credits</b>			<input type="checkbox"/> End of Add/Drop Period <input type="checkbox"/> Date: ____/____/____		
.5 <input type="checkbox"/>	1 <input type="checkbox"/>	1.5 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Instructor/Department Notes</b>			<b>Class Permission # (Registrar use only)</b>		

\_\_\_\_\_  
Instructor's Signature

\_\_\_\_\_  
Instructor's Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Office use only**  
**Notes:**

**Received by / Date:**

**Processed by / Date:**