# OVERRIDES & MANUAL REGISTRATION FORM

**[Student, please complete and obtain appropriate approval(s).
Final approving authority will enroll student, initial and date form,
and send copy to Admissions and Advising.]**

**Student Name:** _____
(Last) (First) (MI)

**Student ID Number:** _____ **Semester/Year:** _____

| CLASS INFORMATION | | | | REASON FOR OVERRIDE (Please sign in the correct location so it is clear as to what you are authorizing.) | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| Class Number (example: 52689) | Subject (example: ENG 111) | Section Number (example: 01) | Course Title (example: College Composition) | Prerequisites [Instructor AND/OR Dean signature(s) Required.] | Dual Credit or Dual Enrollment (Counselor signature Required.) | More than 18 Credits (VP ISS signature Required.) | Third Enrollment (VP ISS or Dean of Student Services signature required.) | Honors Course Enrollment (Instructor signature required.) | Class Limit (Instructor AND Division Dean must sign.) | |
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***Faculty and staff, please sign in correct area(s) to avoid processing delays****

Comments by Person Approving Override: _____

_____

8/2010

**Data Entry by:** _____
**Date:** _____