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 Welcome Center.]**

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.)	

Faculty and staff, please sign in correct area(s) to avoid processing delays*

Comments by Person Approving Override: _____

_____

Rev. 07/08
Welcome Center

Data Entry by: _____
Date: _____