

Name _____ OSU ID _____ Major _____
Last First Middle

CRN CRN CRN Subject Course # Term Year

Academic Advisor approval: _____ Date: _____

Type of Override Requested (check all that apply):

<input type="checkbox"/>	SAPR	It's the 2 nd week of the term and I'm registering late
<input type="checkbox"/>	CAP	The course is currently full
<input type="checkbox"/>	PREQ	I have not taken the required prerequisite (or the system doesn't recognize my prerequisite)
<input type="checkbox"/>	TIM	I have a time conflict between two courses AND I have approval from both instructors (below)

Time Conflict Class A		Time Conflict Class B	
CRN: _____	Course: _____	CRN: _____	Course: _____
Resolution: _____		Resolution: _____	
Instructor signature: _____		Instructor Signature: _____	
Date: _____		Date: _____	

Student Signature: _____ Date: _____

Instructor/Department Signature: _____ Date: _____

INSTRUCTIONS:

Students – Your signature on this form certifies that the boxes were checked off prior to obtaining the instructor's approval. The department will only override the restrictions for the boxes that have been checked off. You will be required to make arrangements with your instructor for any course material (exams, etc.) impacted by this override.

1. Complete the form, and get your Naval ROTC Academic Advisor's approval
2. Obtain instructor or department/program signature of approval, if needed
3. Submit your form to the department office offering the course

Submitting this form does NOT register you for the course. The department will process the override which allows you to register if there are no financial or academic holds on your student account. You must still register for the class.

Instructors – Sign only if you approve all conditions requested. Your signature indicates your willingness to allow this student into your class, lab, and/or recitation.

Direct the student to the Naval ROTC unit Secretary for the processing of this override form.