ACCOUNTING Department

Override Request

- CAPACITY OVERRIDES ARE NOT GRANTED; PLEASE PUT YOURSELF ON THE WAIT LIST
- YOU MUST ENROLL YOURSELF IN BANNER FOR CLASSES AFTER THE OVERRIDE IS ENTERED.
- OVERRIDES ARE NORMALLY ENTERED WITHIN 1-2 BUSINESS DAYS AFTER APPROVAL
- AT END OF THE SEMESTER, YOU MUST PRESENT EVIDENCE TO THE CHAIR THAT YOU MEET THE CONDITION(S).
- DELIVER TO RVAC449 DEPARTMENT SECRETARY

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<th>Student ID#:</th>
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GPA

SELECT ONE: ___ACC MAJOR   ___ACC PRE-MAJOR   ___ ACC MINOR   ___ BUSINESS MINOR WITH ACC SPEC.

Indicate below which courses you are seeking permission for override (Example AC 340)

List all pre-requisite courses you are currently registered for this semester. (Example AC 300, MIS 201)

Why do you need permission for an override?

Signed: _____________________ Printed Name: _____________________ Date: ___________

Select one: _____ Recommend     _____ Not Recommend

Approved to remove registration restrictions with conditions.

Not Approved. Seek advice from your faculty advisor and bring your appeal to the chair if necessary.

Initial when done

_____ If approved, the override entered

_____ Student notified if this request is not approved – may appeal to chair

12/2018 - revision