

Override Request Form

Southern Connecticut State University – Biology Department

Should you be unable to register for a Biology course due to a pre-requisite, department permission, time conflict or any other reason a course override would be necessary, please complete this form in its entirety and email to the Biology Department Secretary or Biology Chairperson.

Please Note: Submission of this request form does not guarantee you eligibility/approval into the course you are requesting. If your request *is* approved, you will be notified via email when permission has been granted in the system allowing you to register. If the request *is not* approved, you will be notified via email with the reason.

Date: _____

Student Name: _____

Student ID: _____

Student Email: _____@southernct.edu

Phone #: _____

Current Major: _____

Type of Override: Pre-Requisite Over Enrollment Time Conflict Department Permission Other

Course Name: BIO _____

CRN: _____

Semester: _____

Reason For Request:

Please allow for 1-2 business days for your request to be reviewed by the Department Chairperson

Dept. Chairperson Decision: Approved

Not Approved

_____ Reason for request not being approved