

Prerequisite Override Request Form

Southern Connecticut State University Mathematics Department

This form is to be used when the system is not allowing for registration of a math course due to a prerequisite that is not recorded at SCSU. Requests fall into two categories.

- If you have completed the prerequisite course, please attach documentation (unofficial transcript, for example). Please make sure that your name, the name of the school, and the course name and number are visible. Forward this completed form along with the requested documentation to math@southernct.edu.
- If you are currently enrolled in a prerequisite course, we will accept confirmation from your course instructor indicating that you currently have a B- or better and all major assignments (exams) other than the final exam have been graded. Please complete the student information below, and forward to your course instructor. Your course instructor should complete and forward the confirmation to math@southernct.edu.

To be completed by student

Are you a visiting student? Yes No If yes, you will need to obtain a SCSU ID and email before your request can be submitted.

- register as a visiting student at <http://www.southernct.edu/offices/registrar>

Student Name: _____ **Date:** _____ **Student ID:** _____

Student email: _____@southernct.edu

Course Desired: MAT_____

Semester Desired: Fall Winter Spring Spring Break Summer

(If applicable) To be completed and forwarded by instructor to math@southernct.edu.

All major assignments (exams) besides final have been completed at this point Yes No

At this point, the student has earned at least a B- in the prerequisite course Yes No

Instructor Name: _____ **Date:** _____

If approved, student will be notified by email when the permission has been granted in the system. If not approved, student will be notified with the reason.