

Graduate Override Request Form This override form is for graduate math and statistics courses offered by CLAS



Submit completed form to somssgradrequests@asu.edu. Please allow 2-3 business days for processing. Once processing the student can register for the course. You will be contacted if additional information is required to process.

Name

ASU ID

ASU E-mail

Semester/Year of override

Override

Subject

Course number

Class Number

Override reason:

*see override reason below for more information.

Instructor's name

Is the instructor listed when registering? Yes No

Have these hours been approved by your advisor? Yes No

Override reason: Closed Class, Prerequisite(s) & Time conflict

- **Closed Class** – Class section capacity, combined section capacity, and reserve capacity sizes, **Prerequisites** – Missing required courses, **Time Conflict** – Classes that meet at the same time.
- A signature from instructor on this form in which case the form **MUST** be filled out completely prior to signature OR
- An email submitted with this form, from the instructor indicating they are aware of the course.

Override reason: Class permission

- **Class Permission** - Instructor or department consent.
- If you are registering for a research (592/792), thesis (599), dissertation (799), Internship (784) or continued registration (795) you will need to have your faculty advisor's signature (as the instructor) OR
- An email submitted with this form, from the instructor indicating they are aware of the course.

Instructor's signature

*If you have an email approval please attach with form (as one document).