

Registration Errors

If you meet the qualifications for the course and you need to override one of the errors below, you must get formal permission and then you must register for the course. Overrides may be done:

- Electronically by the instructor (if applicable)
- by obtaining the proper signatures on the "[Change of Schedule / Special Permission](#)" form

Forms are available at the Registrar's Office, Student Services at WCCC, and the Montrose Office. You need to return the signed form back to one of these offices to finalize the process. If you are taking all your classes online or at a remote location, please contact the Registrar's Office at 970-248-1555 to obtain the form.

Error	Description	Recommendation
Class Restriction	Some classes specify whether you need to be a freshman, sophomore, junior, or senior to register for the class. The specifics can be found in the CMU Catalog in the course description.	If you meet the class restriction and the class is open, contact the instructor. Otherwise find another course.
Closed Class	The class is full and there is not an online waitlist.	Check for openings until classes start, try other sections of the same course, or find a different course. Ask your advisor for the best options.
Co-Requisite Error (Corq Req)	You must register for both classes during the same semester.	Be sure to enter both CRN's for the lecture and the lab in the list of classes to add before submitting the changes. If you have taken the co-requisite in a prior semester and the class is open, stop by the Registrar's Office or contact the instructor.
Duplicate Course Error (Dupl Crse)	This means that you have attempted to register for two courses from the same department with the same course number.	If you are adding two different topics classes (same course number, different title), stop by the Registrar's Office or contact the instructor. Otherwise double check your schedule as you may already have the course.
Instructor Permission	You must have the instructor's permission to register for the class.	If the class is open, contact the instructor for permission.
Major Restriction	This class requires that you are assigned to a specific major to enroll.	If you are pursuing the correct major and the class is open, contact the instructor.
Maximum Hours Exceeded	It is recommended that students in good standing limit their academic load to 18 semester hours or less. However, students earning a cumulative CMU grade point average of less than 2.00 will be limited to 15 credit hours per semester and will not be allowed to exceed that limit.	If you have a 2.00 cumulative CMU GPA or above, bring the " Change of Schedule / Special Permission " form to your advisor and discuss the situation.
Prereq and Test Score Error	Specified prerequisites must be met before registering for this class. This information can be found in the CMU Catalog in the course description for the class.	If you meet the requirements and the class is open, contact the instructor.
Time Conflict	You are trying to register for a class that meets at the same time and day as another class in which you are already registered for.	On the MAVzone Students tab, look at your "Concise Student Schedule" and use the "Look Up Classes" feature for the most up-to-date times and locations. If the time conflict is valid and an acceptable solution is possible, contact your instructor(s) to discuss the situation.

If you obtain an override, it is YOUR responsibility to turn in the forms (if applicable) and register for the course.