Registration Errors Legend

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

- Electronically by the instructor (if applicable)
- Prior to classes starting by obtaining the proper permission via the "Special Permission" eform
- After the late add period begins by obtaining the proper permission via the "Course Late Add" eform

| Error | Description | Recommendation |
|---------------------------------------|---|---|
| Class Restriction | Some classes specify whether you need to be a freshman, sophomore, junior, or senior to register for the class. See the Course Description for details. | 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 corequisite in a prior semester and the class is open, contact the Registrar's Office. |
| 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), submit the "Duplicate Course Override" eform. 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, submit the "Special Override Email Request" eform. |
| 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. | Submit the "Maximum Hours Override" eform to your advisor and discuss the situation. |
| Preq and Test Score Error | Specified prerequisites must be met before registering for this class. See the Course Description for details. | 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. | If the time conflict is valid and an acceptable solution is possible, contact your instructor(s) to discuss the situation. If a solution is agreed upon submit the "Time Conflict Override" eform. |

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