How to add a course needing instructor approval:

Contact the instructor for approval when the status for a course in the Registration Add Errors indicates approval is needed.

You can check to see if an approval has been given by clicking on Registration Status from the Registration menu.
The section "Registration Permits and Overrides" will list all CRNs for which you have been given permission to add, as well as the type of override for each CRN.

When you have permission for an override, you may enroll in the course. Click on "Return to Menu."

Select "Add or Drop Classes."
Enter the CRN for the course you have received permission to enroll in the "Add Classes Worksheet" section. Click "Submit Changes."

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### Current Schedule

<table>
<thead>
<tr>
<th>Status</th>
<th>Action</th>
<th>CRN</th>
<th>Subj</th>
<th>Crse</th>
<th>Sec</th>
<th>Level</th>
<th>Cred</th>
<th>Grade Mode</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Web Registered&quot; on Mar 05, 2013</td>
<td>None</td>
<td>10004</td>
<td>FND</td>
<td>149</td>
<td>0</td>
<td>Undergraduate 1.000 Standard Letter Life on Mars</td>
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<td></td>
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<td>&quot;Web Registered&quot; on Mar 05, 2013</td>
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<td>BIO</td>
<td>270</td>
<td>0</td>
<td>Undergraduate 1.000 Standard Letter Biology Special Topica-Electro</td>
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<td></td>
<td></td>
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</table>

Total Credit Hours: 2.000  
Billing Hours: 2.000  
Minimum Hours: 0.000  
Maximum Hours: 4.050  
Date: Mar 05, 2013 01:45 pm

### Add Classes Worksheet

<table>
<thead>
<tr>
<th>CRNs</th>
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<tr>
<td>10144</td>
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</table>

[Submit Changes]  [Class Search]  [Reset]

[Week at a Glance]  [My Class Schedule]

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You are registered for the course when it appears in the "Current Schedule" section with a status of "Web Registered."