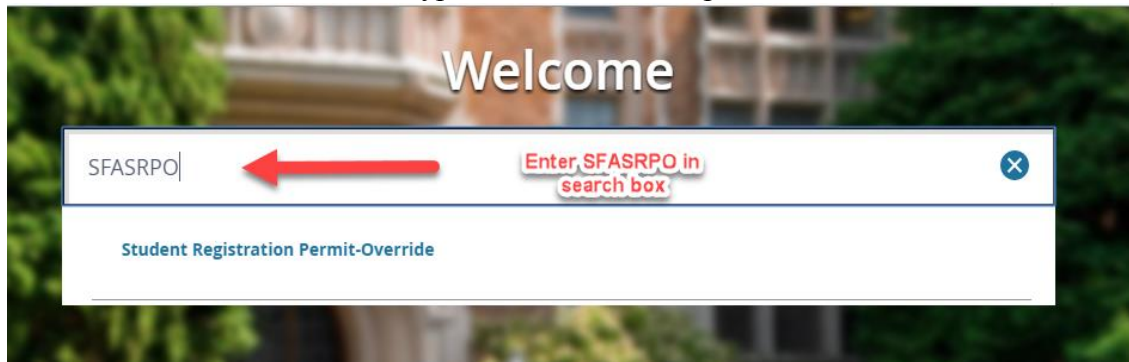
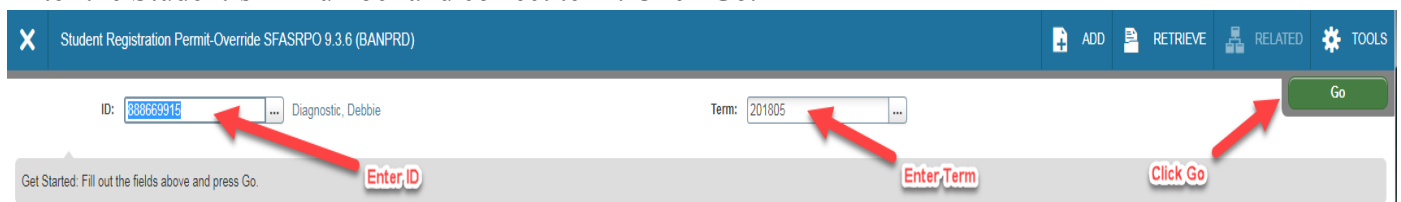




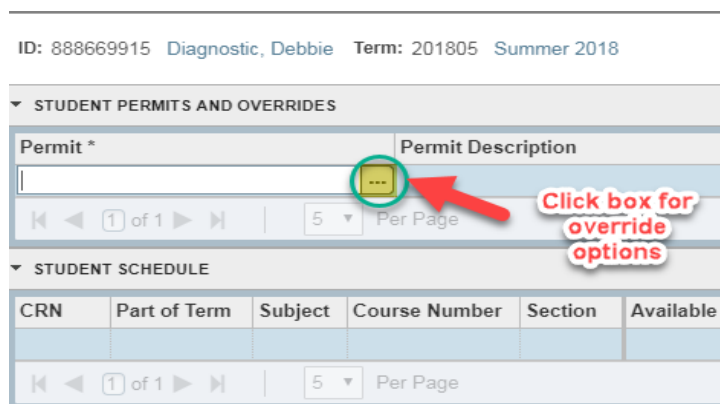
1. Log into Banner 9.
2. In the WELCOME search box, type “SFASRPO” and press Enter.



3. Enter the Student’s ID number and correct term. Click Go.



4. Select the appropriate/desired override* by clicking the smaller box next to the permit box. This will pull up the override options. **IMPORTANT NOTE:** Granting overrides does not register the student. It only gives the student the ability to register.



*See page three and four for detailed explanations of each override

Created: 08/09/2016eac

Edited: 11/23/2016 eac (added Duplicate Section information)

Edited: 03/15/2018 JNL (updated for Banner 9)

- Choose desired override and double-click on option.

Registration Permit-Override Codes
✕

Criteria

Code	Description
ALLOW_ALL	Undergraduate Master Override
CLASS	Classification Override
CLOSED	Closed Course Overload
COHORT	Cohort Restriction Override
COREQ	Co-requisite Override
DEGREE	Degree Override
DUPLICATE	Duplicate Section Override

⏪ ⏩ 1 of 1
20 Per Page
Record 1 of 17

Cancel
OK

Choose desired override and double-click

- Enter the CRN of the course. If you are entering more than one override, click Insert and repeat steps two through four. Verify the information is correct. Click Save.

+ Insert
 - Delete
 📄 Copy
 🔍 Filter

CRN	Subject	Course Number	Section
<input style="width: 100%;" type="text"/>			

Record 1 of 1

+ Insert
 - Delete
 📄 Copy
 🔍 Filter

Sun	Begin Time	End Time	Error	Link	Crosslist Group	Campus	Schedule Type	Section Status	Block Indicator	Registration Status
<input type="checkbox"/>										

Record 1 of 1

SAVE

Enter CRN of the course

If you have more than one override to enter, click Insert and repeat steps two through four.

Click Save

- Inform the student that he/she can register him/herself through UNCGenie. **Note:** The student must enter the CRN directly on their Add/Drop Courses Worksheet. Attempting to search courses or view sections and adding the course will still give them the error message.

Online Override Explanations

Code	Description	Explanation
ATTRIBUTE	Attribute Override	Overrides need for any student to have any <i>attribute</i> required for a course
CLASS	Classification Override	Overrides the class restriction on a course (i.e., freshman, sophomore, junior, senior)
CLOSED	Closed Course Override	Overrides the course capacity (i.e. how many students are allowed to be seated in the course section)
COHORT	Cohort Restriction Override	Overrides need for any student to have any <i>cohort</i> required for a course
COLLEGE	College Restriction Override	Overrides any restriction to College (Arts & Sciences, Visual and Performing Arts, etc.)
COREQ	Co-requisite Override	Overrides any co-requisite restriction
DEPARTMENT	Department Override	Overrides the need for a student's Field of Study to be in a particular Department
DEGREE	Degree Override	Overrides the degree requirement restriction (BA, BS, BFA, etc.)
DUPLICATE	Duplicate Override	Overrides the duplicate section restriction (i.e., for courses such as special topics and independent study which have differing topics with the same course number in the same semester)
FLD O STDY	Field of Study Override	Overrides Field of Study Restrictions (Major, Minor, or Concentration)
HONORS	Honors Dept Permission	Overrides the Special Approval requirement and should only be used by members of the Honors Department.
MUT_XCLUDE	Mutual Exclusion Override	Overrides the Mutual Exclusion restriction, for courses that mutually exclude each other in registration
PREREQ	Pre-requisite Override	Overrides the pre-requisite requirement for the course
PROGRAM	Program Restriction Override	Overrides the requirement to be enrolled in a particular program (combination of College, Level, Degree and Campus) for registration
REPEAT	Repeat Hours & Limit Override	Overrides restrictions preventing registration for repeat courses or excessive hours in a course
SDM-NF	Non Fundable	Special Use Only, Overrides the special approval requirement
SDM-S	State Employee Waiver	Special Use Only, Overrides the special approval requirement
SDM-X	Exchange	Special Use Only, Overrides the special approval requirement
TIME	Time Conflict Override	Overrides registration for a course that occurs simultaneously with another course
WRITTEN	Written Permission	Grants the written permission (Special Approval) required for some courses.

ALLOW_ALL	Master Override	Allows <u>all</u> restrictions to be overridden. WARNING: This will allow a student to register for a course and ignore <i>every</i> restriction listed above. This includes restrictions you may not intend to override. For example, if Master Override is used to override a Field of Study and a Prerequisite Restriction, it will also allow a student to register despite the course being full.
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