

PREREQUISITE OVERRIDE REQUEST FORM

In exceptional circumstances, permission may be granted to enroll in a MAT/STA course without the required prerequisites. This is only allowed in highly unusual situations when meeting the requirement would be logistically impossible or would cause undue difficulty.

1. TO BE COMPLETED BY THE **student**.

Student instructions: To request permission to enroll in a course without the necessary prerequisites, complete this section and submit the form to the instructor of the section in which you wish to enroll.

Name: _____ ID #: _____

Advisor: _____ Date: _____

Instructor: _____ Course/Section: _____

Rationale: (Include why permission to enroll in this course without the necessary prerequisites should be allowed in your case.)

Acknowledgment: By being granted the opportunity to enroll in the course, I fully understand that it is assumed that I have the previous knowledge required to be successful in the course, that I am solely responsible for any topics to which I am not familiar but should know prior to enrolling in the course, and that by misrepresenting my prior knowledge and experience, my grade could suffer.

Student signature: _____ Date: _____

2. TO BE COMPLETED BY THE **instructor** AND THE **department head**.

Instructor instructions: Initial your recommendation, and give the form to the department head for approval to follow your recommendation. Contact the student with the results, and enter the override in UNCGenie if necessary.

Recommendation: _____ Permission granted _____ Request denied

Rationale: _____

Head signature: _____ Date: _____