

## Registration Overrides – Department (STRG-103)

Override function is only available to Registration Overriders.

**Department or college policy may further restrict or define allowable procedures.**

Primary INB screen is SFASRPO – the Student Registration Permit Override Form

Oracle Developer Forms Runtime - Web: Open > SFASRPO

File Edit Options Block Item Record Query Tools Help

Student Registration Permit-Override Form SFASRPO 7.0 (INTG)

ID: 100013712 Turnblat, Tracy Term: 200710 Spring 2007

### Student Permits and Overrides

Permit	CRN	Subject	Course Number	Section	User	Activity Date
PREREQ		MATH	121		RBACA	13-FEB-2007
PROGRAM	18043	MATH	123	001	RBACA	13-FEB-2007

### Student Schedule


CRN	Part of Term	Subject	Course Number	Section	Available	Waitlisted	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Begin Time	End Time
26220	1	FS	411	001	29	0			<input checked="" type="checkbox"/>					1600	1830
27299	1	ENGL	595	001	14	0		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				1100	1215
27593	1	FS	543	001	24	0	<input checked="" type="checkbox"/>							1600	1830
28338	1	MATH	512	200	19	0	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>					1330	1445

Registration permit-override code, press LIST for valid codes

Record: 1/2 ... List of Valu... | <OSC>

- Permit field – select what you are overriding
- 3 ways to allow a student into the course
  - CRN – if you know the specific section, including CRN
  - Subject, Course, Section – same as above, without knowing CRN
  - Subject, Course – allows student to select his/her own section
- After changes are made, lower part of form displays student's schedule
- Note: faculty has similar override authority in LoboWeb, but only for their own classes

## Steps to perform Overrides

1. From the main menu type SFASRPO and press ENTER.
2. **Term:** Required. Type the appropriate term or double click to select.
3. **ID:** Required. Type the student's Banner identification number.
4. Correct student found?
  - a. If yes, continue.
  - b. If not, go to UNM-100 or on-line Search help options.
5. Select "Next Block"  and see a query display
6. **Permit Override Code:** Type the appropriate permit code or double click to select.

Codes include:

CAP – Course Capacity

COREQ – Co-Requisite

PREREQ – Pre-Requisite

CAMPUS – Student Campus Re

CLASS – Student Classification

COLLEGE – Student College R

DEGREE – Student Degree Restriction

MAJOR – Student Major Restriction


PROGRAM – Student Program Restriction

SPCAPP – Special Approval Restriction

TIME – Time Conflict

} PRECOCAP – All

To best take care of  
override issues first check  
the registration error in  
**SFASTCA** and then use  
the corresponding override  
for that error.

7. Enter **ONE** Of the following:
  - a. **CRN:** restricts the override to a **particular** section of the course (typically used for CAP or TIME overrides).
  - b. **Subject, Course, and Section:**
  - c. **Subject and Course:** restricts the override to **any** section of the course (typically used for COLLEGE or PROGRAM overrides).
8. Select "Save." 
9. More overrides to enter?
  - If yes, return to step 1.
  - If not, select "Exit." 