



Virginia Military Institute

PRE-REGISTRATION SPECIAL APPROVAL OVERRIDE FORM

Cadet Name: _____ VMI ID # _____
Major: _____ Class Year: _____ VMI Box # _____

INSTRUCTIONS TO CADETS

- During pre-registration for each semester all returning cadets are required to pre-register for their full-time load in accordance with their curriculum and adviser direction. (Full-time enrollment is determined based on active course registrations and wait list requests.)
- Pre-Registration/Wait List data assures accurate course demand provided to the academic departments based on curriculum needs, and assures that VMI plans appropriately for space for the returning Corps.
- Cadets will NOT be allowed course overrides into closed courses during pre-registration – all cadets must either directly pre-register for courses, or place their name on the wait list for consideration in the course.

PROCESSING NOTES

Please complete and return to the Registrar's Office. Cadets are responsible to meet all deadlines. Late submissions will not be accepted, and this form is accepted only during the pre-registration period.

PRE-REQUISITE OVERRIDE: Type:

<input type="checkbox"/>	Major / Minor Restriction Override
<input type="checkbox"/>	Class Year Override
<input type="checkbox"/>	Pre/Co-Requisite Override
<input type="checkbox"/>	Instructor Approval Required

Term: _____ Course # _____ Section: _____ Title: _____

Department Head Signature: _____

(Required)

FOR ADMINISTRATIVE USE ONLY:

Date Processed: _____ Action: Pre-Registered in Course Processed by: _____

In STPE Yes Wait Listed in Course