

## Special Registration

Complete and sign this form and bring it to the Registration & Records counter in Fariborz Maseeh Hall.  
 You may also submit the completed/signed form by email to [registrar@pdx.edu](mailto:registrar@pdx.edu) or fax to 503.725.5525 after any required approvals.  
 Submit this form after getting required approvals. Only the overrides approved below will be processed.  
 For deadlines, refer to the Academic Calendar at [www.pdx.edu/registration/calendar](http://www.pdx.edu/registration/calendar). View your schedule and account information at [banweb.pdx.edu](http://banweb.pdx.edu)

\_\_\_\_\_  
**Quarter/Year**                      **Last Name** (print)                      **First Name** (print)                      (     )  
**Daytime Phone** (required if faxed)

\_\_\_\_\_  
**Student Signature** (required)                      **Date**                      **Email**

**I. ADD**

**OVERRIDES (Department stamps/Instructor initials)**

| CRN | SUBJ | COURSE # | SECT # | CREDITS | GRADE OPT | OVERRIDE TYPE | INST APPROVAL |
|-----|------|----------|--------|---------|-----------|---------------|---------------|
|     |      |          |        |         |           |               |               |
|     |      |          |        |         |           |               |               |
|     |      |          |        |         |           |               |               |

**Override Descriptions:**

**Prerequisite** – Waives prerequisite course(s)

**Co-Req/Time Conflict** – Waives co-requisite or time

**Closed/Waitlisted** – Overrides closed section

**Class/Major/College** – Waives specific class standing, conflict restrictions or adds from waitlist major, or college restrictions

**Override All** – Invokes all of the above override

**II. DROP/WITHDRAW**

| CRN | SUBJ | COURSE # | SECT # | CREDITS | INST APPROVAL |
|-----|------|----------|--------|---------|---------------|
|     |      |          |        |         |               |
|     |      |          |        |         |               |
|     |      |          |        |         |               |

**III. GRADE OPTION CHANGE**

| CRN | SUBJ | COURSE # | CHANGE GRADE OPTION TO | INST APPROVAL |
|-----|------|----------|------------------------|---------------|
|     |      |          |                        |               |
|     |      |          |                        |               |
|     |      |          |                        |               |