



**Instructor Approved
Prerequisite Override**

Blue Mountain Community College
Office of Instruction
Phone: (541)278-5930
Fax: (541)278-5173

Students that do not meet the pre-requisite requirements for a course may be allowed to register for that course by course instructor approval only.

To request an override:

- **Student:** Complete the Student/Course Information section, sign form, and take the form to the instructor of the course you would like to enroll in.
- **Course instructor:** Review the request and if approved, submit the form to the VP, OI (or their designee).
- **VP, OI (or designee):** Review form. If approved, submit to Registrar’s Office for processing.

*Students will be notified by email when their request has been approved and processed.
Forms will not be processed unless the course number and section number are complete.*

Student/Course Information:

BMCC Student ID Number: _____ - _____

Last Name: _____

First Name: _____

Course ID and Section number you would like to enroll in: _____ - _____ (Example: PSY201-04)

Course Instructor Name: _____

Prerequisite course requirement not met for this course: _____ (Example: WR115)

Term course will be taken: Summer _____ Fall _____ Winter _____ Spring _____

Reason for Request: Prior work experience Course being taken as co-requisite

Other: _____

Student Consent Agreement: By signing below, I consent to be registered for the course indicated above; and understand and agree that I will be responsible to pay all charges (including collection costs) incurred if the non-paid tuition and fees are referred to an outside collection agency.

Student Signature: _____

Date: ____/____/20____

COURSE INSTRUCTOR APPROVAL:

Course Instructor Signature: _____

Date: ____/____/20____

Office Use: APPROVAL (VP, OI or Designee Signature Required)

VP, OI or designee: _____

Approved Denied

Student Records: Date Received: _____

Processed by: _____

*Blue Mountain Community College is an equal opportunity educator and employer.
For a complete EEO disclosure statement please go to www.bluecc.edu/EEO*