**Appointment Reason:**

Academic Difficulty

SAP Appeal

Bring SAP forms filled out ready to be signed

Course Schedule Planning

Graduation Audit

General Information

Prospective Non WSU student

Bring Transcripts

**Current Major**

BS – Computer Science

BA – Computer Science

BA – Information Systems Technology

BA -- Information Systems Technology (IMSE)

Class Standing

Student Banner Id and Access Id

Is this your first time as a current student in the Computer Science Advising office?

Linked to STARS to generate new Degree Audit for date of appointment.

Able to run/print report for day’s appointments, listing:

Student Name

Banner Id

Access Id

Class Standing

Reason

Cancel feature for me to cancel no shows. So many no shows = can’t use online system to schedule appointments.

Automated Appointment reminder.

Top of Form

**Need an Override?**

Link to email with a template. ([colleen.mckenney@wayne.edu](mailto:colleen.mckenney@wayne.edu))

Student Name:

Banner Id:

Access Id:

Override Reason:

Forms with Instructor Approval

<https://engineering.wayne.edu/pdf/cofeappeal.pdf>

<http://reg.wayne.edu/pdf-forms/add.pdf>

Please see below for specific list of errors:

**Co-requisite and Test error:** You are not signed up for all components of the course (i.e. lab and lecture). ***NO OVERRIDES GRANTED.  Register for both components.***  
  
**Pre-requisite and Test Score error**: You have not met the pre-requisites. ***REQUEST AN OVERRIDE***

Override/Petition Form, Signed by instructor

<https://engineering.wayne.edu/pdf/cofeappeal.pdf>

If you are certain that you meet the prerequisite(s) for a course but receive an error message when registering in Pipeline, please click [HERE](http://www.sba.oakland.edu/scheduler/StuRegOverride.aspx) to submit the override request. (Link to my email address and template: colleen.mckenney@wayne.edu)  
  
**Level Restriction:** You currently do not meet the required class standing/number of credits for this course. Undergrad in Grad class. Obtain instructor approval.

<http://reg.wayne.edu/pdf-forms/add.pdf>

**Written Consent needed:** Requires Department/ Instructor Approval.

<http://reg.wayne.edu/pdf-forms/add.pdf>

**TIME CONFLICT WITH \_\_\_\_\_** :Students may not register for courses with overlapping times. ***NO OVERRIDES GRANTED.  Pick a new section.***  
**Repeat count exceeds 0** : You have already attempted this course once. If it is your 2nd attempt:  ***REQUEST AN OVERRIDE   3rd attempt:  See advisor.***  
  
**CLOSED SECION-X** : No seats are available in the course. ***NO OVERRIDES GRANTED.  Contact instructor.***

<http://reg.wayne.edu/pdf-forms/add.pdf>

Bottom of Form