



Department of Construction Management Override Policy

Permissible Override Requests

Overrides in the Department of Construction Management (CM) are typically not permitted. There are few exceptions to this policy. Students should meet with a College of Architecture and Construction Management (CACM) advisor for a degree plan that follows the CM major workflows to ensure degree requirements are met within the anticipated graduation date to eliminate the need for an override request. **Pre-requisite overrides are not permitted. Override requests from students that do not meet with a CACM academic advisor or take courses out of sequence will not be approved.** Overrides will only be permitted for three types of requests: Re-Enrollment Overrides, Closed Course Overrides, and Overrides for Non-Construction Management Majors.

Re-Enrollment Override

The CM department follows the Kennesaw State University (KSU) university-wide policy which mandates that a student request permission for a third attempt in any course from the home college of the course. Any course with a posted grade is counted as an attempt (including DWF grades) even if transferred from another institution. Students requesting a third attempt override must meet with a CACM Advisor and request permission from the CM Assistant Department Chair or Undergraduate Program Coordinator.

Closed Course Override

In some cases, seats may become available in capacity closed courses due to student schedule changes. New seats may be added to a course throughout the registration period prior to add/drop. Additional seats may also become available after the add/drop period. Students are encouraged to get on a waitlist in the event that any of the previously stated options become available. Students should not contact the course instructor for a closed course override approval. Students on the waitlist will receive a notification in their KSU email if a seat in the course becomes available. Students will then have 18 hours to register for the course. See waitlist policy here: [Waitlist Policy](#).

Non-Construction Management Major Override

Students with a minor in construction management should contact a CACM advisor for course overrides. Students should meet with a CACM as soon as the CM minor is declared for a course schedule that follows the CM major workflows. Pre-requisite overrides will only be considered if graduation is pending within the semester of request.

Note: Students prior to catalog year 2021 may have unique circumstances where an override is necessary for graduation. Students must meet with an advisor and the CM Assistant Department Chair or Undergraduate Program Coordinator for a case evaluation in this instance. This does not apply to students enrolled in Catalog Year 2021 and beyond.