

# FIND YOUR PATH2COLES!

## Override Policies for the Coles College Registration Process

### Did you hear?

You may not need a prerequisite override! **We're improving our registration process at the Coles College of Business.** Prerequisite Overrides are no longer needed for the listed courses, if you meet the criteria below.

### THE FOLLOWING CHANGES WILL TAKE EFFECT IMMEDIATELY:



AUTOMATICALLY ENROLL IN:	(PREREQUISITES) IF YOU HAVE GRADES OF "B" OR HIGHER IN...
MGT 3100 (core requirement) MKTG 3100 (core requirement)	ACCT 2101, ACCT 2102, ECON 2105 and ECON 2106
FIN 3100 (core requirement)	ACCT 2101, ACCT 2102, ECON 2105, ECON 2106 and ECON 2300
IS 3100 (core requirement) ISA 3100 (major specific)	ACCT 2101, ACCT 2102, ECON 2105, ECON 2106 and IS 2200
BUSA 3150 (major specific)	BUSA 2150 [S-satisfactory], ACCT 2101, ACCT 2102, ECON 2105 and ECON 2106 [or admission to Coles College]

### WHEN DO YOU NEED A SPECIAL OVERRIDE REQUEST?

- If you have a course substitution for a prerequisite course.
- If you need permission to enroll in a 4000-level course, see a Coles Advisor to see if you are eligible.

The Online Special Override Request System opens 2 weeks prior to registration each semester.

### RE-ENROLLMENT OVERRIDES: NO MORE THAN 3

Certain courses are now restricted to 3 attempts. Any course with a posted grade is counted as an attempt (including W & WF) even if transferred from another institution.

- For the 3rd attempt, you must see a Coles College Advisor to get approval for a re-enrollment override. Go to [ColesAdvising.com](http://ColesAdvising.com) to make an appointment.

For more details visit: [ColesCollege.com/uppolicy](http://ColesCollege.com/uppolicy)

### WHEN WILL THE ONLINE PREREQUISITE REQUEST SYSTEM BE OPEN?

If you have a 3.0 grade point average or higher in both of the following sets of courses:

- Sophomore GPA Requirement courses completed thus far
- Prerequisite courses for the course in which you wish to register

The Online Prerequisite Override System will open after grades are finalized by the University.

### QUESTIONS? SEE A COLES COLLEGE ADVISOR AS EARLY AS POSSIBLE.

- Walk-ins and appointments are available.
- Visit us online to schedule your appointment

[ColesAdvising.com](http://ColesAdvising.com)

**REMEMBER: ALWAYS COMPLETE YOUR SOPHOMORE GPA REQUIREMENT COURSES FIRST!**

# FAQ

## Override Policies for the Coles College Registration Process

We are working to dramatically reduce the need for prerequisite overrides and help students in good standing move through the program more efficiently.

### WHICH COURSES SHOULD I COMPLETE FIRST?

It is still important to complete Sophomore GPA Requirement courses first.

### WHO WILL THIS IMPACT?

It will primarily impact current Freshmen and Sophomores planning to apply for acceptance in the Coles College of Business.

### WHAT DO I DO IF I HAVE COURSE SUBSTITUTIONS?

If you have a course substitution for a prerequisite course, you must submit a Special Override Request for the related course in which you wish to enroll. The Online Special Override Request System opens 2 weeks prior to registration each semester.

### WHAT DO I DO IF I NEED A RE-ENROLLMENT OVERRIDE?

Certain courses are now restricted to 3 attempts. Any course with a posted grade is counted as an attempt (including W & WF) even if transferred from another institution. For the 3rd attempt, you must see a Coles College Advisor for approval.

For more details visit: [ColesCollege.com/uppolicy](http://ColesCollege.com/uppolicy).

### WHEN SHOULD I SEE AN ADVISOR?

If you have questions about how these changes will impact your personal situation, see an advisor before early registration opens to make sure that you are ready to go!

### WHEN WILL THE PREREQUISITE OVERRIDE SYSTEM BE OPEN?

Submit a prerequisite override request for eligible courses. The Online Prerequisite Override System will open after grades have been finalized by the University.

### WHAT IF I CANNOT GET A SEAT IN A CLASS BECAUSE I CANNOT GET A PREREQUISITE OVERRIDE?

Coles College does not provide closed-course overrides. Students are encouraged to utilize the waitlist and add/drop registration.

### CAN I MAKE AN APPOINTMENT WITH AN ADVISOR IN THE UNDERGRADUATE ADVISING CENTER?

Visit [this web page](#) for information on scheduling an appointment and see our walk-in advising availability.

### WHERE IS THE UNDERGRADUATE ADVISING CENTER?

The Undergraduate Advising Center is located in **Kennesaw Hall, Suite 1314**.



Be sure to check the FAQ website [www.path2coles.com](http://www.path2coles.com) for the most up to date information!