

# MATH OVERRIDES

Please complete **all parts** of this form. Return it to the Math Lab, Oliver Hall, Room 3013. Your request will be reviewed and you will be notified of the decision as soon as possible. Please note, this may take a week or longer.

[For INSC 301, please email Dr. Bill Haver: [wehaver@vcu.edu](mailto:wehaver@vcu.edu). DON'T use this form!]

**Please print clearly and legibly. *Illegible, incomplete requests will be discarded.***

Name: \_\_\_\_\_ DATE \_\_\_\_\_

CWID: (starts with a V) \_\_\_\_\_  
(This is **NOT** the number on your VCU ID Card.)

Contact information: phone: \_\_\_\_\_ phone: \_\_\_\_\_

Email: \_\_\_\_\_

Classification: Freshman Sophomore Junior Senior Other

Course you are requesting an override for:

**Math** \_\_\_\_\_ (course number)

In order of preference, list the

	Section number	AND	Course Reference Number (call number)
(1)	_____		_____
(2)	_____		_____
(3)	_____		_____
(4)	_____		_____

Reason for the request/change:

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NOTE: Are you currently enrolled in another section of the class?

NO \_\_\_\_\_ YES \_\_\_\_\_ Which section? Math \_\_\_\_\_ Section \_\_\_\_\_

(This will help us with all requests.)

**You will be notified (by email or phone) IF space is available for you to add the class. Remember, this may take a week or longer. You may also check VCU e-Service to see if the course has been added to your class schedule.**