Courses@Brown now employs a new method of requesting overrides! When you find a course you like and you need to request an override because you don’t meet the registration restrictions, you can request an override when you add the course to your cart. **NOTE: Some instructors may still choose to employ override PIN codes in lieu of this method so it may be prudent to check the course description and/or inquire with instructor in advance.**
If you do not meet the restrictions for a course and are interested in actually registering for it simply select a cart and enter a reason for the request in the request text box. Click OK to submit the request to the instructor. There is no need to email the rationale to the instructor they will be notified that your request is pending as well as see the request text you provide.
The request will show as Pending in your cart until the instructor either approves or denies it. You will receive an email when the instructor acts on your request and the status will update on the course in your cart.
If a request is denied, you cannot request it again. If it’s approved, you can proceed to registration and register for the class when registration is open.
If by chance you are attempting to register for a course and the instructor still chooses to employ override codes and you receive an override code from an instructor, just use the Add to Cart button again for the course and replace or insert the request text with your override code then click OK. The code will update the override and you can proceed to register as usual.