

CCA Prerequisite Override Form

Override forms must be submitted to Student Records by the second Friday of the term listed.

An advisor or chair's signature is required to override a prerequisite:
 For studio courses, the advisor/chair's signature is required. For H&S courses, an H&S advisor's signature is required.
 Submission of this form does not guarantee that you will get a spot in a particular course. Forms are not guaranteed and are subject to review.

This form is being used for: Studio Courses H&S Courses Media History Courses

ID# _____ Name _____ Term/Year _____ Date _____

SECTION A

Student is seeking approval to enroll in:

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				
Instructor Signature*:			Date:	

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				
Instructor Signature*:			Date:	

*Instructor Signature only needed if class is closed **AND** for all classes during the **SECOND WEEK** of Add/Drop.

SECTION B

With the following condition (choose one):

- Prerequisite to course named in SECTION A is **temporarily** overridden. Student must still enroll in the following course in order to graduate:

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				

- The following prerequisite to the course in SECTION A must be taken **concurrently with*** SECTION A course:

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				

SYN #		Course Number		Units
OR		- - - - -	- - - - -	
Title: _____				

***NOTE: IF YOU DROP THIS CONCURRENT COURSE (SECTION B), YOU MAY ALSO BE DROPPED FROM THE COURSE IN SECTION A.**

Student Signature: _____ Date: _____

*STUDIO COURSES

Advisor/Chair Name: _____ Advisor Signature/Chair: _____ Date: _____

H&S COURSES

H&S Advisor Name: _____ H&S Advisor Signature: _____ Date: _____

*See back of form for signature information

OFFICE USE ONLY : Office _____ Initials _____ Date _____

Studio Requirements: To request a waiver for major studio requirements or studio electives contact a faculty advisor from the major. See the [Advising Schedule](#) at www.cca.edu for a list of advisors by major. **If you are trying to override a prerequisite for a studio course outside your major you must be approved by the advisor or chair for the major in question.**

Humanities and Sciences Requirements: To request a waiver for a humanities and sciences requirement contact the Assistant Director: dtracy@cca.edu or 510.597.3710.

Diversity Studies Requirement: To request a waiver for Diversity Studies Seminar (DIVSM) or Diversity Studies Studio (DIVST) contact the chair of Diversity Studies: svivanco@cca.edu

Core Requirements: To request a waiver for Core requirements contact the First Year Program: kcrosenberg@cca.edu or 510.594.3642.

Upper Division Interdisciplinary Studio: To request a waiver for Upper Division Interdisciplinary Studio (UDIST) contact the Director of Academic Administration: lstoneman@cca.edu or 510.594.5034.