Registration Overrides in WINGS Express

Before selecting Registration Overrides enter the Term (Term Selection) and the UID (ID Selection).

Faculty Menu

- Term Selection
  - List of terms used with services below.
- Course Catalog
  - Summary information about WSU courses
- Class Schedule Search
  - Detail information by term for class sections.
- Look Up Classes
  - Look up classes by searches.
- ID Selection
  - Enter a student ID for student services below.

CRN Selection (Your Sections)
- Select a CRN (Course Reference Number) to use with the services below.

Faculty Detail Schedule
- Detail information like enrollment and more of each class being taught by you.

Active Assignments
- Your currently assigned classes.

Registration Overrides
- Permits overrides by term for a student.

Summary Class List
- Summary list of registered students in a selected CRN.

Detail Class List
- Detail information about students in a selected CRN.

Faculty Grade Summary
- View past term grades and change grades.

Early Academic Alert System
- Provide advisor attendance/grade alerts and tutor recommendation.

Final Grades
- Enter final grades for the selected CRN.

Week at a Glance
- Your class schedule by day and time.

Assignment History
- Past and present class assignments beginning with Summer 2006.

Summary Wait List

Detail Wait List

Select the dropdown arrow to initiate an Override for the selected student.
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Select the appropriate Override and then Submit

**NOTE:** Do not add a CLOSED (Closed Class Override) if there is a Waitlist for your course and Waitlist Registration is still open.

*Your department may use Waitlist Management to move a student up in the waitlist queue if you want the next seat to go to a student*
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As a confirmation, the Registration Overrides form will display your action and **you must select submit again**.