

# Registration Overrides in WINGS

Click on the Faculty and Advisor tile in the WINGS Portal.  
Select Registration Overrides from the Faculty and Advisor menu.

The screenshot displays the WINGS | Wright State University portal interface. At the top, a green header bar contains the WINGS logo and the text "WINGS | Wright State University". Below the header, a navigation bar includes a "Back to WINGS Home" button and a message: "If links or functions are missing for you, please let us know via this [CaTS Service ticket](#)." The main content area is organized into three sections: "Shared", "Faculty", and "Advisor". The "Shared" section contains a grid of tiles for Academic Calendar, Academic Catalog, Banner 9 Admin, Banner Workflow, Banner Workflow Search, Browse Classes, Class List, Look Up Classes, Schedule Planner, Slate Student Success Portal, and uAchieve Degree Audit. The "Faculty" section contains a grid of tiles for Curriculum Approval Process, Curriculum Help, Detail Schedule, Grade Entry, Grade Summary (View past term grades and change grades), Participation Roster, Pre-Curriculum Software Curriculum Inventory, and Registration Overrides (highlighted with a yellow border). The "Advisor" section contains a grid of tiles for Advisee Listing, Student Week at a Glance, and WebXtender (formerly Xtender...). At the bottom, a footer bar displays the Wright State University logo and links for Request site assistance, Accreditation, Privacy, Title IX, and Web support.

WINGS | Wright State University

★ Following

Immersive reader

Share

Back to WINGS Home

If links or functions are missing for you, please let us know via this [CaTS Service ticket](#).

Shared

Academic Calendar

Academic Catalog

Banner 9 Admin

Banner Workflow

Banner Workflow Search

Browse Classes

Class List

Look Up Classes

Schedule Planner

Slate Student Success Portal

uAchieve Degree Audit

Faculty

Curriculum Approval Process

Curriculum Help

Detail Schedule

Grade Entry

Grade Summary  
View past term grades and change grades

Participation Roster

Pre-Curriculum Software Curriculum Inventory

Registration Overrides

Textbook Adoption Portal

Week at a Glance

Advisor

Advisee Listing

Student Week at a Glance

WebXtender (formerly Xtender...)

Like 88249 Views Save for later

WRIGHT STATE UNIVERSITY

Request site assistance Accreditation Privacy Title IX Web support

# Registration Overrides in WINGS

Select the Term.

Enter the student's UID or Name.

Click Submit.

Click on the Student Selection below the Search criteria.

WRIGHT STATE UNIVERSITY

Faculty and Advisors > Registration Overrides

Student and Advisee ID Selection

Enter the ID of the Student or Advisee you want to process or enter partial names, student search type or a combination of both. Then select Submit.

Term  
Fall 2024 - 202480

Student or Advisee ID OR Last Name First Name  
OR Raider Rowdy

Search Type  
☐ Students ☐ Advisee ☒ Both

Submit

Student and Advisee Selection

ID	Name	Type
U000001967	Rowdy Raider	Student

Select the appropriate **Override\*** and **Course** then Submit

*\*Overrides requiring non-instructor approval should be entered by an instructor only if appropriate authorization has been granted to do so by the appropriate office. Student should otherwise be directed to contact the appropriate office (e.g., department, college).*

# Registration Overrides in WINGS

WRIGHT STATE UNIVERSITY

Faculty and Advisors • Registration Overrides

Registration Overrides

Override

Select

None

Advisor Apprvl Exceed Max Hrs

Student Attribute Override

Change from Audit to Credit OK

Instructor Approved Audit Reg

Course

Select

+ Add Override

Override	Course	Activity Date	Entered by
Classification Override	72887 - MGT	08/16/2024	U000001967 86477
Closed Class Override	84533 - ME	08/16/2024	U000001967 86477
College Override	84533 - ME	08/16/2024	U000001967 86477
College Override	84533 - ME	08/16/2024	U000001967 86477

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

# Registration Overrides in WINGS

You can submit more than one override at a time for the same student in the same course if needed. If you add one by mistake, you can remove it from your selections using the trash can icon *before* you submit it.

If you need to submit overrides for more than one student, submit the first one, then click [< Back to ID Selection](#) to select the second student.

WRIGHT STATE UNIVERSITY

Faculty and Advisors » Registration Overrides

Registration Overrides

Override: Student Attribute Override Course: 72887-MGT 4990 90

Override: Instructor Approved Audit Reg Course: 72887-MGT 4990 90

Submit

[< Back to ID Selection](#)

Current Student Overrides

Override	Course	Activity Date	Entered by
----------	--------	---------------	------------

Check the Current Student Override List to verify that the override(s) you submitted are effective.

WRIGHT STATE UNIVERSITY

Faculty and Advisors » Registration Overrides

Registration Overrides

Override: Select Course: Select

Submit

[< Back to ID Selection](#)

Current Student Overrides

Override	Course	Activity Date	Entered by
Advisor Apprvl Exceed Max Hrs	85081 - BUS	08/16/2024	U000001967
Student Attribute Override	74608 - UH	08/16/2024	U000001967
Change from Audit to Credit OK	85081 - BUS	08/16/2024	U000001967
Instructor Approved Audit Reg	85081 - BUS	08/16/2024	U000001967
Closed Class Override	89372 - FIN	08/16/2024	U000001967
Student Cohort Override	82329 - ENG	08/16/2024	U000001967

**Faculty Staff Online Permission Guide**

CODE	DESCRIPTION	RESTRICTION TYPE	WHEN USED	ERROR MSG TO STUDENT DURING ONLINE REGISTRATION	STUDENT REGISTRATION FORM TO RAIDERCONNECT
ADV_MAX_HR	Advisor Apprvl Exceed Max Hrs	Maximum Credit hours allowed: - UG student 20 cr hrs - GR student 16 cr hrs	Permit student to exceed maximum credit hours	Maximum hours exceeded	Always
ATTRIBUTE	Student Attribute Override	Course is restricted to include or exclude students with particular attribute(s)	Permit student who does not meet the restriction to register for this CRN	Student Attribute Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
AUDIT_CRED	Change from Audit to Credit OK	Permission always required to allow a student to change from audit to credit	Permit student already registered to change status in your course from/to audit/credit	N/A - not permitted online	Always
AUDIT_OK	Instructor Approved Audit Reg	Permission always required to allow a student to audit a course.	Permit student to audit your course; common for those participating in 60 and Up program	N/A - not permitted online	Always
CLASS	Classification Override	Course is restricted to include or exclude a particular Class (e.g., SR, JR, SO, FR)	Permit student who does not meet the restriction to register for this CRN	Class Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
CLOSED*	Closed Class Override*	There are no seats available for the CRN <b>and there is no waitlist</b>	Permit registration when no seats remain and CRN has no waitlist	Closed Section	Once Instructor Permission is Required for the Term (Full-X, A, B)
COHORT	Student Cohort Override	Course is restricted to include or exclude students in a particular cohort.	Permit student who does not meet the restriction to register for this CRN	Cohort Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
COLLEGE	College Override	Course is restricted to include or exclude students whose primary program belongs to a particular college.	Permit student in a different college to register	College Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
COREQ	Co-requisite Override	Course has co-requisites	Permit student to register for this CRN without registering for its co-requisites	Corequisite required	Once Instructor Permission is Required for the Term (Full-X, A, B)
CRED_AUDIT	Change from Credit to Audit OK	Permission always required to allow a student to change from credit to audit	Permit student to change status in your course from credit to audit	N/A - not permitted online	Always
DEGREE	Degree Override	Course is restricted to students seeking particular degree(s)	Permit student seeking a different degree to register for this CRN	Degree Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
DEPARTMENT	Department Approval	Course requires Department approval for any student to register	Permit student to register for the CRN	Department Approval	Once Instructor Permission is Required for the Term (Full-X, A, B)
DUPLICATE	Duplicate Course Override	Course prohibits registration to another section of the same Subject and Course Number	Permit student to register for this CRN while already registered for another section of the same course	Duplicate Course with Section %1%	Once Instructor Permission is Required for the Term (Full-X, A, B)
FOS	Field of Study Override	Course restricted to include or exclude students in a particular major, minor, or concentration field of study	Permit student to register for this CRN who is not seeking the field of study to which the course is restricted to register for this CRN	Field of Study Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
INSTRUCTOR	Instructor Approval	Course is restricted to require Instructor Approval OR online registration has ended for the term	Permit student to register to CRN with restriction or to any CRN once Instructor Approval is required for all classes	Instructor Approval	Once Instructor Permission is Required for the Term (Full-X, A, B)

MAJOR	Major Override	Course restricted to include or exclude students in a particular major field of study	Permit student to register for this CRN who is not seeking the major field of study to which the course is restricted to register for this CRN	Field of Study Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)
PREREQ	Pre-req Override	Course restricted to students who have met particular pre-requisite course or test score requirements	Permits student who has not met the pre-requisites to register for this CRN	Prerequisite or Test Score error	Once Instructor Permission is Required for the Term (Full-X, A, B)
PROGRAM	Program Override	Course restricted to students in a particular curriculum program	Permits student to register for this CRN who are not in the program to which course is restricted	Program Restriction	Once Instructor Permission is Required for the Term (Full-X, A, B)

\*Do not use CLOSED CLASS override if course has waitlist; this results in student on waitlist missing opportunity to register and adds seat to the class. If an added seat is the desire, department can request added seat(s) via Office of the Registrar scheduling.