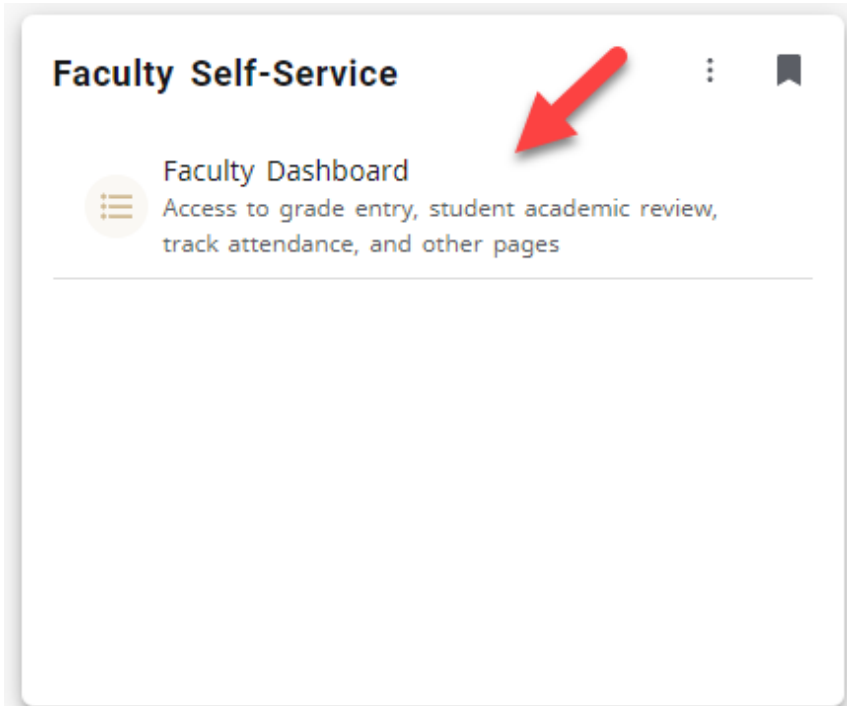


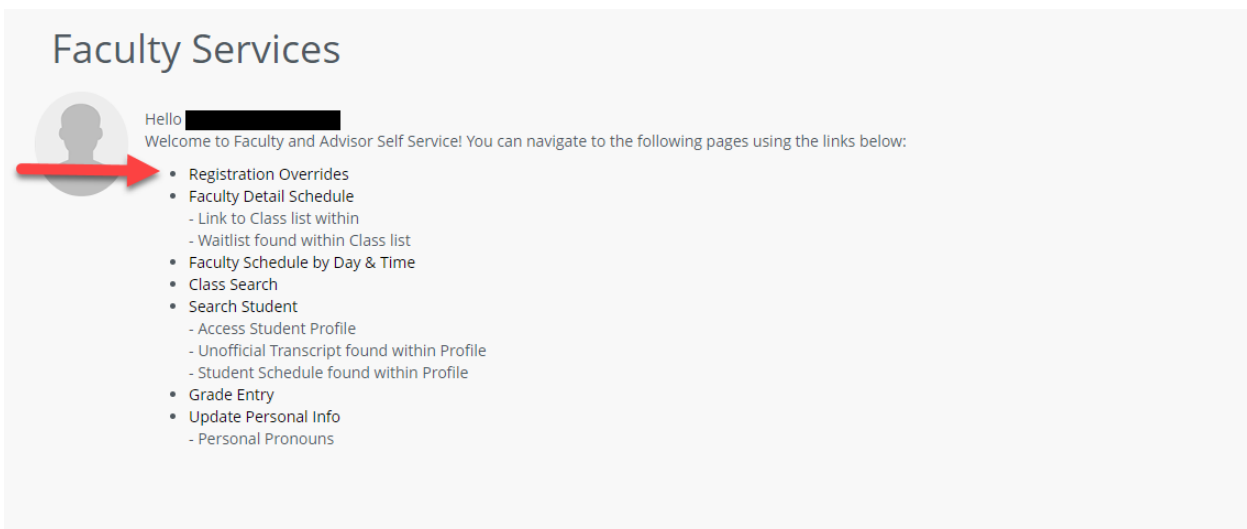
Entering override codes into GoPFW:

Note: For this function to work, you must be assigned as the instructor for the course to enter the override for a course through self-service Banner (SSB).

In goPFW (Ellucian Experience), find the faculty self-service card:



Then, select Registration Overrides from the self-service menu:



Updated: Maloney 7.22.2024 Created: Lewis 3.21.2024

O:\regist\Registration Screens\Registration Errors and Resolutions

Then, select a Term by using the drop-down and enter either the student's 900# or search by first and last name. Then click submit.

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
Select

Student or Advisee ID OR Last Name First Name

Search Type Students Advisee Both

Submit

Select the Registration Override by using the drop-down. Then select the course the override should be applied to. Then click Submit.

Faculty and Advisors • Registration Overrides

Registration Overrides

Override Course

Select Select + Add Override

Submit


The override(s) will appear towards the bottom of the page. The student should now be able to register for classes. If the student continues to receive an error, please review the error with the chart on [Registration Errors: Explanations and Solutions - Purdue Fort Wayne \(pfw.edu\)](https://www.pfw.edu/regist/Registration%20Errors%20and%20Resolutions)

Registration Overrides

Override: Course: [+ Add Override](#)

[← Back to ID Selection](#)

Current Student Overrides



Override	Course	Activity Date	Entered by
Class Restriction Override	13960 - MUSC	07/22/2024	[REDACTED]
Pre-requisite Override	null - BIOL	07/17/2024	[REDACTED]
Pre-requisite Override	11764 - ENGL	07/17/2024	[REDACTED]
Pre-requisite Override	null - MA	07/17/2024	[REDACTED]
Pre-requisite Override	null - PSY	07/17/2024	[REDACTED]
Pre-requisite Override	null - PSY	07/17/2024	[REDACTED]

Results found: 6