

Spring 2017 Advisor Institute

English Overrides for 110, 111, 112, 120, & 219

Contact: Gloria Sands, gsands@unm.edu, 277-5576, or Skype

PREREQ and **PERMREQ** overrides for ENGL110, 111, 112, 120, and 219 can be entered in Banner by Advisors (who have received training by English department staff), for students whose test scores are available/accessible, but are not yet recorded in LoboWeb/Banner.

Overrides are not necessary for students who have existing ACT/SAT scores in LoboWeb/Banner.

Advisors are required to include notes of explanation in LoboAdvise to document the reason for any override.

If there is any question as to whether to issue an override or not, please contact Gloria Sands immediately, or refer the student to Gloria Sands.

English 110 & English 120 Overrides:

- Overrides are sometimes required for students if the student's course record from a previous school has not been articulated yet, or if it has been articulated but a particular course did not transfer over as equivalent to English 110.
 - If there is research/analysis that needs to be done to determine equivalency, always refer the student to Gloria Sands.
- **English-As-A-Second-Language (ESL) Courses - PREREQ/PERMREQ** overrides are always required for English 110 ESL (English as a Second Language) courses. Generally, we only offer one section and it is generally section .001, however, those students should be referred to Gloria Sands at 7-5576 or gsands@unm.edu.
 - English 110 ESL is offered in the fall and English 120 is offered in the spring.

English 111

- **PERMREQ and PREREQ overrides** will be required for all English 111 students who do not have overrides pre-entered in Banner/LoboWeb by Gloria Sands.
- Advisors who received training are authorized to enter overrides.

English 112

- Overrides are generally given by the student's English 111 instructor, as the instructor has determined that student is passing and can move on to 112.
- The combination of English 111 & English 112 = English 110 Core Requirement.
- **PERMREQ** overrides are required for all English 112 students, with the taking of English 111 meeting the prerequisite requirement.

English 219

- English 120 is the prerequisite for English 219.
- If course articulation is required, please refer the student to Gloria Sands.

Banner Forms:

- SFASRPO – PREREQ & PERMREQ