

Closed Class and Override Requests

The UTC Dept of Chemistry's Associate Head, Dr. Santiago (Manuel-Santiago@utc.edu) deals with closed class, overrides, and scheduling issues.

Using your UTC email, email Dr. Santiago with the following:

1. Your Name
2. UTC student ID (all caps)
3. CRN (course registry number for any class that you need an override- you must include CRN number)
4. Name and number of course and section you seek
5. Reason you need the class or why you need override to allow you to register (example: you are in CHEM 1110/1110L but system will not let you register for CHEM 1120 and says you do not have prereq.) Be sure to include in email any error message you get when you try to register.

YOU MUST USE YOUR UTC EMAIL TO COMMUNICATE WITH DR. SANTIAGO!

New Banner software issues may cause you to be unable initially to register for classes for which you do have pre and co requisites. First, please check online catalog to be sure to do have prerequisites done or currently enrolled in prerequisite – for example you could be in Organic I currently and thus be allowed to sign up for Organic II. Also make sure you have credit or enroll in the needed co-requisite classes.

Also you should be aware that sometimes spots open up as folks drop classes. However, we are limited as to how many people we can accommodate in classes and labs. Unfortunately because of limited resources, being a student at UTC is no guarantee that you can get the classes that you want. In general, the later you register relative to other students the less chance that courses you need, will be available.

Dr. Tom Rybolt, UC Foundation Professor and Head
Department of Chemistry Dept 2252
University of Tennessee—Chattanooga
Chattanooga, TN 37403
<http://www.utc.edu/Academic/Chemistry/> dept 423 425-4278