# Faculty Requisite Waivers & Faculty Consent in Student Planning
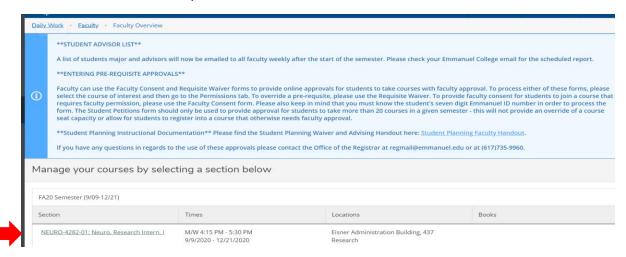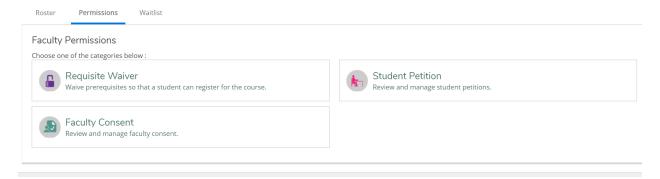
Faculty have the ability to override pre-requisites for students in their specific courses as well as give faculty consent for courses that requires faculty permissions (typically internships). Faculty will see the message in blue at the top of their page explaining the waiver process. Requisite Waiver will be used for pre-req overrides and Faculty Consent will be used for courses that require instructor consent.

1. Click on the course they would like to submit the waiver for.



2. Then click permissions.



A. Requisite Waiver: Click Requisite Waiver then type the student name or 7-digit student ID number.  Select student then the Waiver Reason, comments are not required. Click Save. The waiver will then appear under Student Waivers. Faculty will be able to see if they submitted more than one. **Please note: Faculty will not be able to waive class standing in student planning.  Registration to waive class standing will have to go through the Registrar's office.**

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‹ Back To Faculty Permissions
**Requisite Waivers**

**Student Waiver Information**

1025628

1025628
Burke, Julia T.
English Comm. & Media
Studies and Theater Arts

ⓘ No existing student waivers

**Prerequisite Information**

| Course | Enforcement | Timing |
|---|---|---|
| Complete PSYCH 1501 | Required | Previous |
| Complete PSYCH 2802 | Required | Previous |
| Complete INT 1001 | Required | Previous |
| You must have senior standing (at least 96 credits) to enroll in this course. | Required | Previous |

**Add Student Waiver**

| NEURO-4282-01: Neuro. Research Intern. I | FA20 Semester (9/09-12/21) |
|---|---|

Student → **Burke, Julia T.**
Student 1025628
burkej2@emmanuel.edu

● Approve ○ Deny

Waiver Reason → Faculty Discretion ▾

Comments — Comments

Cancel | **Save**

**Student Waiver Information**

julia burke

| Student Name | Student ID | Authorized By | Updated On | Explanation |
|---|---|---|---|---|
| Burke, Julia T. | 1025628 | Curcio, J | 3/20/2020 9:38:30 AM | Study Off Campus Form |
| Crane, Bridget | 0977404 | Russo, H | 3/20/2020 9:17:23 AM | Faculty Discretion |

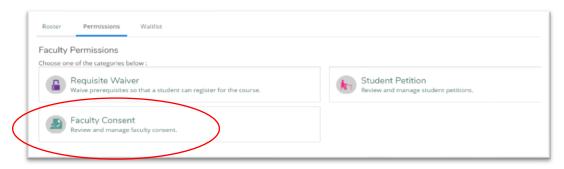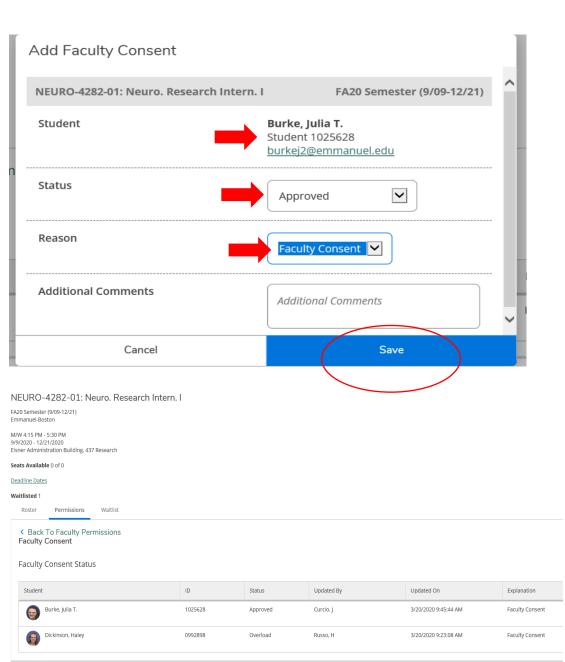B. Faculty Consent: Similar to the requisite waiver, search student by full name or 7-digit student ID number. Select student then Status (Approved), and Reason. Comments are not required. Click Save. The student will then appear on under Faculty Consent Status with other approvals.

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Roster  **Permissions**  Waitlist

### Faculty Permissions
Choose one of the categories below :

🔒 **Requisite Waiver**
Waive prerequisites so that a student can register for the course.

🧑 **Student Petition**
Review and manage student petitions.

📇 **Faculty Consent**
Review and manage faculty consent.

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## Add Faculty Consent

| NEURO-4282-01: Neuro. Research Intern. I | FA20 Semester (9/09-12/21) |
|---|---|

**Student**

**Burke, Julia T.**
Student 1025628
burkej2@emmanuel.edu

**Status**

Approved ▾

**Reason**

Faculty Consent ▾

**Additional Comments**

Additional Comments

Cancel   **Save**

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### NEURO-4282-01: Neuro. Research Intern. I

FA20 Semester (9/09-12/21)
Emmanuel-Boston

M/W 4:15 PM - 5:30 PM
9/9/2020 - 12/21/2020
Eisner Administration Building, 437 Research

**Seats Available** 0 of 0

Deadline Dates

**Waitlisted** 1

Roster  **Permissions**  Waitlist

‹ Back To Faculty Permissions
Faculty Consent

Faculty Consent Status

| Student | ID | Status | Updated By | Updated On | Explanation |
|---|---|---|---|---|---|
| Burke, Julia T. | 1025628 | Approved | Curcio, J | 3/20/2020 9:45:44 AM | Faculty Consent |
| Dickinson, Haley | 0992898 | Overload | Russo, H | 3/20/2020 9:23:08 AM | Faculty Consent |

C.  Waitlist: Faculty are now able to see students listed on their waitlist in student planning. After selecting the course, click the waitlist tab to see students who have added themselves to the waitlist.  Please note that students most recently added to the waitlist will appear at the top; therefore, **the first person added to the waitlist will appear at the bottom.**  Status date indicates date added. There is still no way to allow students to register over the course capacity in student planning so all registrations will still need to come through the Office of the Registrar. However, this feature now gives you a detailed list of who and how many students are waitlisted for a particular section.

NEURO-4282-01: Neuro. Research Intern. I

FA20 Semester (9/09-12/21)
Emmanuel-Boston

M/W 4:15 PM - 5:30 PM
9/9/2020 - 12/21/2020
Eisner Administration Building, 437 Research

**Seats Available** 0 of 0

Deadline Dates

**Waitlisted** 1

Roster    Permissions    **Waitlist**

☑ Email All

**Active Waitlist**                                                                    ⌃

| Student Name | Student ID | Status Date | Class Level | Preferred Email |
|---|---|---|---|---|
| Burke, Julia T. | 1025628 | 3/20/2020 | Sophomore | burkej2@emmanuel.edu |
| Crane, Bridget | 0977404 | 3/19/2020 | Junior | craneb@emmanuel.edu |