REGISTRATION

OVERRIDES IN iROAR
Providing overrides in iROAR

**Only the instructor of record is permitted to give overrides using iROAR**

1. Log into iROAR. You will see the main menu.

2. Click on Faculty Services.
   List of Options will open:
3. Choose **Registration Overrides**.

![Image of Registration Overrides page]

4. Choose appropriate **Term** and click on **Submit**.

![Image of Select Term page]

5. Enter **Student or Advisee ID** or look up the student by using the query section of the page. Then click on **Submit**.

![Image of Student or Advisee ID query page]
Student Verification page will open. If the correct name appeared, click on Submit again.

6. Select appropriate Override and Course from the drop down lists. Then, click on Submit. You will only be presented with courses you have been assigned to for the given term.
7. Confirm that the override you are about to give is correct and click on Submit.

Message will confirm the override.

8. Repeat steps for giving more overrides OR click on Sign Out.