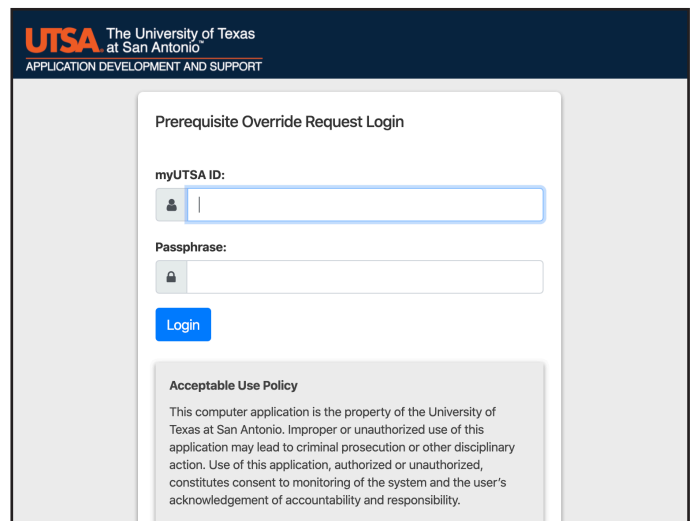


Prerequisite Override Request

The Prerequisite Override Request can now be completed via an online form. Please do not use old PDFs or paper forms.

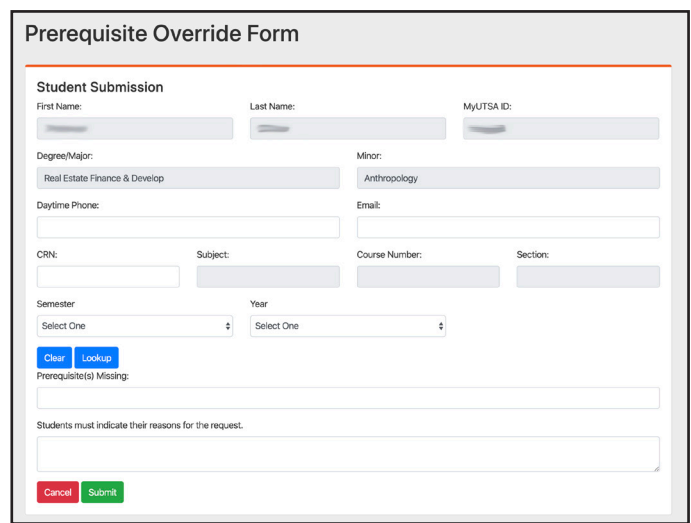
To submit a Prerequisite Override Request, [click here](#) or visit onestop.utsa.edu/PreReqOverride.

1. You will be redirected to a page where you will log in with your myUTSA ID and passphrase.



The screenshot shows the login page for the Prerequisite Override Request. At the top, it features the UTSA logo and the text "The University of Texas at San Antonio" and "APPLICATION DEVELOPMENT AND SUPPORT". The main heading is "Prerequisite Override Request Login". Below this, there are two input fields: "myUTSA ID:" and "Passphrase:". A blue "Login" button is positioned below the passphrase field. At the bottom, there is a section titled "Acceptable Use Policy" with a paragraph of text stating that the application is the property of the University of Texas at San Antonio and that improper use may lead to disciplinary action.

2. Your information will be pre-filled. Complete the other fields including the CRN for the course you are seeking a prerequisite override and the reason for the request. Once you hit submit, your request will be automatically routed to your instructor/department.



The screenshot shows the "Prerequisite Override Form". The form is titled "Prerequisite Override Form" and has a section for "Student Submission". The form contains several input fields: "First Name:", "Last Name:", "MyUTSA ID:", "Degree/Major:" (with "Real Estate Finance & Develop" selected), "Minor:" (with "Anthropology" selected), "Daytime Phone:", "Email:", "CRN:", "Subject:", "Course Number:", and "Section:". There are also two dropdown menus for "Semester" and "Year", both set to "Select One". Below these fields are "Clear" and "Lookup" buttons. A text area labeled "Prerequisite(s) Missing:" is present, followed by a note: "Students must indicate their reasons for the request." At the bottom, there are "Cancel" and "Submit" buttons.