Getting Class Permit ("Override") to override NDSU Prerequisites. Needed if you are either not a regular NDSU student who took NDSU’s General Chemistry II or Organic I course, or if you are taking both Organic I and Organic II during this same summer

- Special class permits will often be required in order to register for some of the summer Chem 341/342 courses, whether online or not. This document will first detail what to do, then summarize some of the common situations where a class permit will be needed.
- Not having been an NDSU student, you won’t have taken NDSU’s prerequisite courses, and thus will need a “permit” to actually register for either course.

What to do if a class permit is required to register:

1. **Email** the following information (see #2) to the following two email addresses. (Emailing to me usually not necessary, but sometimes I’ll need to authorize permission for the chemistry office staff to actually enter that permission into the computer system):
   - NDSU.CHEMISTRY@ndsu.edu
   - craig.jasperse@ndsu.edu

2. **Information to include in the email:** Include the following information in the emails you send:
   a. Name
   b. NDSU ID# (you won’t have this until after your NDSU application has been completed)
   c. What state (or country) you live in and what school (if any) you attend.
   d. The class you Want to Take (specify CHEM341 online, or CHEM342 online, or both..).
      - Be sure to specify if you want to take BOTH courses or just one.
   e. Where/how you satisfied the prerequisite(s). Example: “GenChem II at Iowa State, Fall 2016”
      - Prereq for Organic I is General Chemistry II
      - Prereq for Organic II is Organic I

Some situations which might require a special permit. (There may be others).

3. **You want to take both CHEM341 and CHEM342.**
   - A class permit for CHEM342 will be needed.
     - Doesn’t matter whether CHEM342 is online or face-to-face.
     - Why: The registration computer blocks Organic II because it doesn’t think you have completed Organic I yet.
       - Since you’re registering during the spring, the computer figures you won’t have completed CHEM341 when the spring semester ends. It’s not programmed to understand that you may be able to do so during the early summer.

4. **Prerequisite courses taken at a different school.**
   a. This will also apply to any non-NDSU student trying to register for CHEM341
      - NDSU’s CHEM122, General Chemistry II, is a prerequisite for Organic I. If you took your general chemistry at a different school, you’ll need a class permit to register for Organic I.
      - This may also apply to students who transferred to NDSU, perhaps some time ago, but after taking general chemistry at a different school.
   b. This will apply to students trying to register for CHEM342 after taking Organic Chemistry I at a different school.
      - NDSU’s CHEM341, Organic Chemistry I, is a prerequisite for CHEM342. If you took your organic chemistry I at a different school, you’ll need a class permit to register.