

**AIKEN TECHNICAL COLLEGE
POLICY**

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| Policy Title: REGISTRATION OVERRIDE | Policy Number: 4-4-114 |
| Institutional Authority: Vice President or Education and Training | |
| Associated SBTCE Policy: | |
| Associated ATC Procedure: 4-4-114.1 | |

Approved:


President


Commission Chairperson

Date

Adopted: 02/14/2011

Date

Revised:

DISCLAIMER

PURSUANT TO SECTION 41-1-110 OF THE CODE OF LAWS OF SC, AS AMENDED, THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY.

It is the policy of Aiken Technical College when designing and scheduling courses, to make determinations on the appropriate enrollment levels in courses, required prerequisites, and other restrictions. Granting overrides to students could have negative implications for the student, class and/or instructor. Therefore, the primary responsibility to grant overrides rests with the Department Chair or Dean.