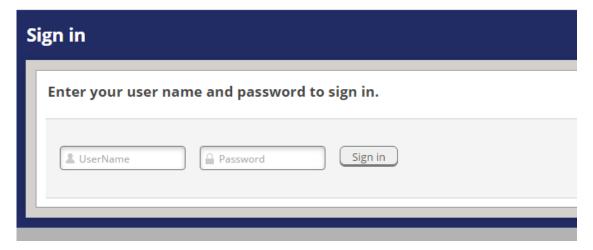
# **Faculty- Requisite Waiver**

ARequisite Waiver is required for a student that would like to enroll in a course without officially meeting a course prerequisite. The steps below are for the course instructor to approve or deny a requisite waiver in Self-Service. **Please note that you must have the student ID to proceed.** 

Log in to Self-Serivce. The web address for Self-Serivce is: https://selfservice.clackamas.edu/student



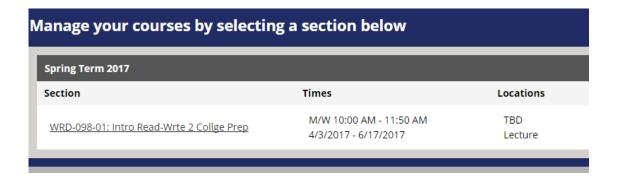


Your user name is the portion of your email before the @ symbol and the password is the same as your CCC email account. If you are unable to log in please contact ITS.

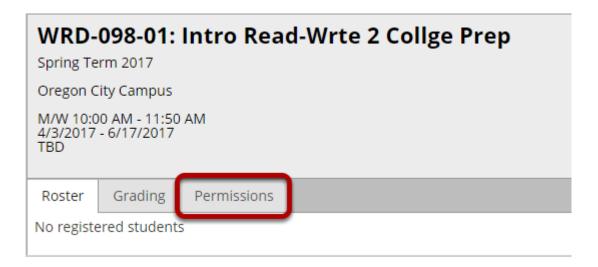
## **Select Faculty**



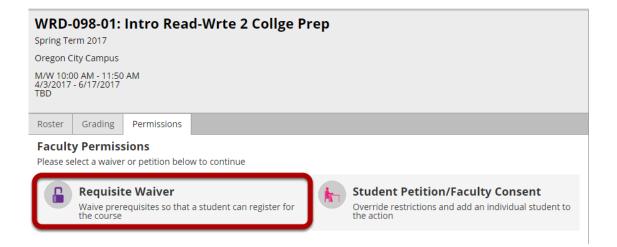
### **Select the Course**



#### **Click the Permissions Tab**



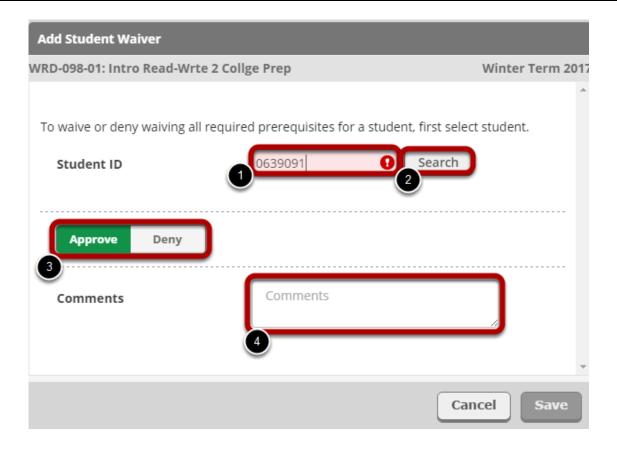
## **Select Student Requisite Waiver**



### Click the "+Add New" button on the Student Waiver Information line



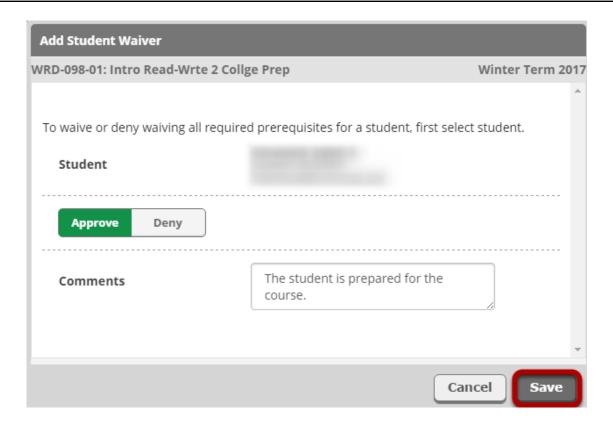
### Enter the student ID, click Search



Approve allows registration. Deny does not allow registration.

Please remember the student, staff, and other faculty members assigned to the course can see the notes added in this section.

### **Click Save**



If the requisite waiver is approved the student will see the status. However, no status appears in the student's view if the requisite waiver is denied.