




Entering Instructor Approvals through COURSES.SLU.EDU

Note #1: Registration overrides may be entered by primary and secondary instructors.

Note #2: Capacity of a course cannot be overridden. Please contact your department.


Step by step guide:


1. Go to courses.slu.edu

2. Click  in the top right corner and sign-in using your SLU username.

3. Click on the  button toward the bottom left


4. A list of your courses will appear

5. Choose a course with a  number by it. This signifies the number of student requests.

6. Go to the bottom right and click 

7. Then click 

8. A list of student requests will appear.

- a. You may ignore  since these students no longer have the requested course in the Registration Cart

9. Review each request. Click on the Student's Name and then either deny or approve by

- clicking on the bottom right 