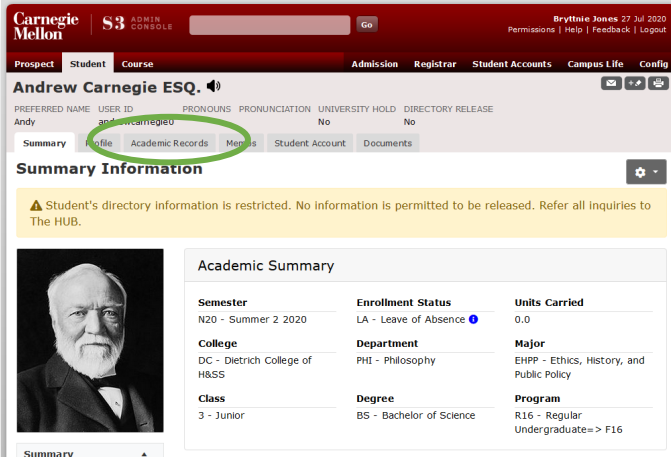# Carnegie Mellon University
University Registrar's Office
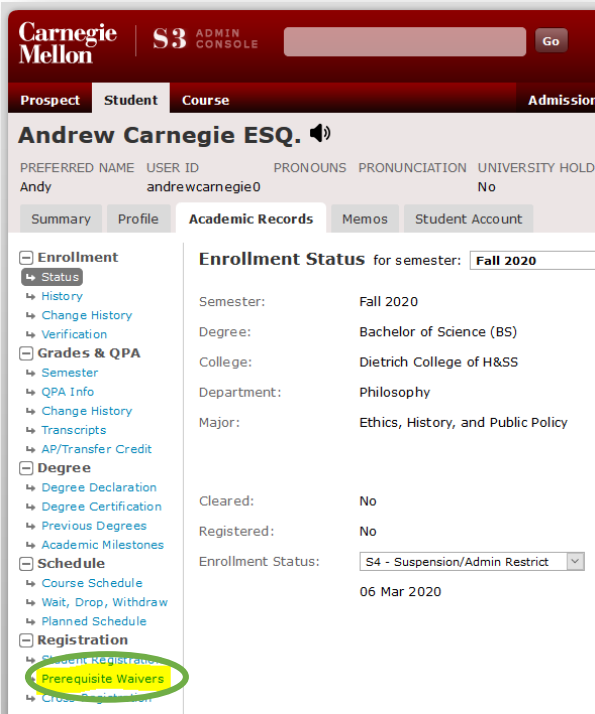### S3 Prerequisite Waiver Guide

Adding a Prerequisite Waiver

Step 1: Open the student's record and navigate to the Academic Records tab.

Step 2: Select "Prerequisite Waivers" from the menu on the left side of the page (within Registration)

Step 3: Click to open the gear wheel on the top right corner of the page and select "Add Prereq Waiver"

Step 4: Enter the course number and click "Save"

Step 5: Success! You will now see the course listed under Prerequisite Waivers.