

Wait List

Frequently Asked Questions

How do I add myself to a Wait List?

- When a student is searching for a class in Class Search, he/she will notice a yellow triangle for the class status, which indicates that the class has wait list availability only. The student would press select as seen below.

The following classes match your search criteria Course Subject: **Mathematics**, Course Number is exactly '22', Show Open Classes Only: **No**, Campus: **University Park**

Open

Closed

Wait List




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NEW SEARCH

MODIFY SEARCH

19 class section(s) found

▼ MATH 22 - College Algebra II and Analytic Geometry

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	
1175	001-LEC Regular	MoWeFr 9:05AM - 9:55AM	TBA	Staff	08/22/2016 - 12/09/2016		select
1328	002-LEC Regular	MoWeFr 10:10AM - 11:00AM	TBA	Staff	08/22/2016 - 12/09/2016		select
1510	003-LEC Regular	MoWeFr 10:10AM - 11:00AM	TBA	Staff	08/22/2016 - 12/09/2016		select

- Once the student presses select, the student will see an Enrollment Preferences display, where he/she will click the checkbox next to “Wait list if class is full”, then press Next.

Add Classes 1 2 3

1. Select classes to add - Enrollment Preferences

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MATH 22 - College Algebra II

Class Preferences

MATH 22-001 Lecture Wait List **Wait List** Wait list if class is full

Grading Undergraduate Standard Grades

Session Regular Academic Session

Career Undergraduate

Units 3.00

Enrollment Information

- Bachelor of Arts: Quantification
- Quantification (GQ)

Section	Component	Days & Times	Room	Instructor	Start/End Date
001	Lecture	MoWeFr 9:05AM - 9:55AM	TBA	Staff	08/22/2016 - 12/09/2016

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- The student will then proceed to finish enrolling, and will receive a message stating that he/she has successfully been added to the wait list.

I’ve added myself to the Wait List. Do I need to do anything else to get the class?

- No. Students will be automatically added when their turn on the Wait List arrives.

How many credits/units can I add to my Wait List?

- Students can add a maximum of 15 units per term to the Wait List.

Will I be charged tuition or fees for courses on my Wait List?

- No.

Will I be added in the order I am listed on the Wait List?

- Yes. Qualified students will be added to the class in the order listed on the Wait List.
- The only times students would be skipped and NOT added would be when:
 - An active registration hold is in effect for the student
 - Course controls prevent registration in the class
 - There is a time conflict, and the course was not added on the wait list as a “swap” (see below)
 - An enforced prerequisite is neither completed nor in progress

Will I be notified when I’ve been added to a course on my Wait List, or when I’ve been skipped?

- Communications for Wait List functionality are still being developed. More information will be released soon.

How long will the Wait List continue to “run” and add students into courses?

- The Wait List will be available and run through the last day of the Regular Drop period.

Can anybody change my position on the Wait List?

- No

Can I add a course on my Wait list that is scheduled to be at the same time as an already scheduled course?

- Yes; the student can do this by setting up a swap. By doing this, the student would indicate that if a seat becomes available in the class that they are wait listed for, the swap would automatically enroll the student into the Wait Listed class and take them out of the other class that they were previously enrolled in. The student would go to the Student Center and click on Swap, and choose the class currently on the schedule that he/she would like to swap out of. The student would then search for the class that is waitlisted, choose it, and then receive the message to confirm the selection. Once the student selects Finish Swapping, a message will display stating that the swap has been successfully set up.

Swap a Class



2. Confirm your selection

Click Finish Swapping to process your swap request. To exit without swapping these classes, click Cancel.

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▼ You are replacing this class

Enrolled Dropped Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
MATH 17-001 (2423)	Finite Math (Lecture)	MoWeFr 10:10AM - 11:00AM	TBA	Staff	3.00	<input checked="" type="checkbox"/>

▼ With this class

Open Closed Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
MATH 22-001 (1175)	College Algebra II (Lecture)	MoWeFr 9:05AM - 9:55AM	TBA	Staff	3.00	<input type="checkbox"/>

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Can I add more than one section of the same course on my Wait List?

- Yes. Students can add more than one section of the same course through a Swap. Since a Swap is a direct link or exchange between 2 courses, once a Swap occurs with one section, the other Wait Listed sections of the course are no longer linked to the newly enrolled class, causing them to become “orphaned.” While this will not cause a problem, students should remove the other sections from the Wait List (since they will be ineffective) or add them as a Swap with the newly enrolled section (if an alternative is still more desirable).

Will all classes have a Wait List?

- Most classes will have Wait Lists. Exceptions include individualized instruction courses (i.e., independent study; graduate research) and classes for which departments request a Wait List not be available.

If I have a hold preventing registration, will I be able to add myself to a Wait List?

- Students with registration holds cannot add themselves to Wait Lists.
- When registration holds are added after students place themselves on the Wait List, students will be skipped, but remain on the Wait List. Once the hold is resolved and removed, students would be enrolled in the order listed on the Wait List.

Can I add myself to a Wait List for a course for which I have not completed or scheduled a prerequisite?

- FALL 2016 term, for courses enforcing prerequisites (IST; possibly MATH and METEO):
 - Students **cannot** add themselves to Wait Lists in courses for which they do not have prerequisites scheduled or in progress.
- FALL 2016 term, for courses not enforcing prerequisites:
 - Students **can** add themselves to Wait Lists for all courses other than those enforcing prerequisites. Prerequisites listed in the Course Catalog will not be enforced through the system but could be enforced through the department.

I'm currently taking the last prerequisite for a course I want to add to my Wait List for the next term. Can I still add this course to my Wait List?

- Yes. Students will be added to the wait list conditionally and will be added into the course if their turn comes.
- After the semester's grades are posted, departments could choose to drop students who failed or dropped the prerequisite course.

What if I want a course, but I'm too far down on the Wait List to get it?

- Students should remain on the Wait List in order to help departments know of demand, and should schedule an alternative that meets their needs. Students could set these courses up as “swaps,” allowing the desired course to replace the alternative.

What if I get all the courses on my Wait List and end up with too many credits?

- Students should monitor the courses they add to their Wait List and remove courses they do not wish to keep on their Wait List.
- Students can also set up Wait List courses as “Swaps,” causing the Wait List addition to correspond to the drop of another scheduled class.