Student Enrollment and Waitlist

Go to Self Service > Enrollment > Enrollment: Add Classes.

Enter the Class Number and click Enter to add a course to your shopping cart. If a course is in waitlist status (all seats have been taken) a yellow triangle will appear in the status box.

If you want to put yourself on the waitlist, check the box “Wait list if class is full” and click Next:

The screen below shows how a waitlist course will appear on your shopping cart. To continue, click on Proceed to Step 2 of 3:
Then click Finish Enrolling:

You will get this message on the results page to show you have been added to the waitlist:
3. View results

View the following status report for enrollment confirmations and errors:

When you are done enrolling, this is how your schedule will appear—the green check is enrolled, and the yellow triangle is waitlist.

If a seat becomes available in a course, the instructor will contact you and you will be added to the course the same way as other closed classes, by either a PIN or a course override form.

If a class closes during the enrollment process, you will be given the opportunity to add yourself to the waitlist.

Please note that you can only be on two online waitlists, so pick your waitlists carefully. You can drop yourself from one waitlist and add a different one the same way you add and drop courses.