Waitlist Information

What is Waitlisting & How Does it Help Me?
Many students have faced the dilemma of closed classes during registration, leaving them to either pick another class or take fewer hours.

Many classes have an automated waitlist. Students who attempt to register for a class that is full may put themselves on the waitlist on a first-come first-served basis, and they will be able to see where they are in the priority list. Waitlisting enforces the same registration restrictions as it does for normal registration purposes.

The Notification
Once a seat is available, a notification email is **ONLY** sent to the STCL email address of the next student on the waitlist. The student, once notified, will have **24 hours** from the time the e-mail is sent to go online and add or drop the class. After the 24 hours has expired, if the student has not registered for the waitlisted class, the next student on the list will be notified. There will be only **ONE** notification sent to students.

How Do I Know if a Class has a Waitlist?
You can tell whether or not a class has a waitlist available by checking the schedule of courses. There are three columns to help you know what your registration options are.

How Do I Register for a Waitlist?
During your attempt to register, the system will then evaluate whether there is room in the class for another student. If the class is closed, you will be given the option of electing to be on the waitlist. If you want to be placed on the waitlist, select "Waitlist" from the "Action" dropdown menu, then click "Submit Changes" again.

Your schedule is displayed with the "Waitlist" status for the desired class. If you want to know what "place" you have on the waitlist, check your detailed schedule (the one with days/times of each of your classes).

What do the Status Messages Mean?
Once you have attempted to register for a class, one of four status messages will be displayed on your registration screen:

- *"Closed – ### Waitlisted"*: The course is closed and there are x-number of students on the waitlist
- *"Open – ### Waitlisted"*: There is one open seat reserved (for 24 hours) for the 1st person on the waitlist and x-number of students are currently waitlisted
- *"Closed – Waitlist Filled"*: The course is closed and all waitlist seats are filled
- *"Open – Waitlist Filled"*: There is one open seat reserved (for 24 hours) for the 1st person on the waitlist and all waitlist seats are filled