

## WAIT LIST INFORMATION

Students who attempt to register in a class that is closed may select the option to have his/her name placed on a Wait List.

**Wait Listing is not a guaranteed priority for enrollment.**

### Restrictions

- Students may place their name on only one Wait List for a specific subject and course number.
- Students must meet course prerequisites to be placed on the Wait List.
- Students who are on a Wait List, and later enroll in another section of the same subject and course number, will be automatically removed from the Wait List.
- Students will be told their priority number on the Wait List.
- Students can check their priority number on Reg-e.
- Students have the option to remove themselves from the Wait List at any time.
- There is a limit to the number of students allowed on each Wait List.
- Waitlisted students will be given first priority to add their waitlisted class if a space becomes available before the semester starts.
- The college will attempt to notify students that a space is available via e-mail and telephone according to their priority number; however, it is the student's responsibility to check the status of waitlisted classes daily on Reg-e.
- Upon notification, students will be given five (5) business days, *including the day of notification*, to add waitlisted class. (An add code is not required.)
- If students do not add their waitlisted class within the 5-day period, they will be removed from the wait list and lose their priority.
- Students remaining on the Wait List after classes begin, must attend the first class meeting and be on time to have their Wait List priority considered.

NOTE: Students who are waitlisted in a lecture & lab concurrently (Ex: Chem 152 & 152L) will not be allowed to enroll in the lab class until they are enrolled in the lecture (Ex: Chem 152), even if a space becomes available in the lab before the lecture. Additionally, if the wait list availability expires for the lab before the lecture is open, the student's name will be removed from the wait list for the lab class.