Class Wait List FAQs

What is a class wait list?
If a class is full, a student can choose to be placed on a wait list to enroll in the class if a seat becomes available. When a student is added to the wait list, they are assigned the next available position number.

Will all classes have a wait list?
No, it will be up to the division to determine if they want a wait list on their classes.

Does the wait list guarantee a spot in the class?
No, there is no guarantee that a seat will open up in the class.

How do students move up on the wait list?
When a student requests to be placed on a wait list they are given the next available wait list position. As currently enrolled students drop the class, eligible wait listed students are moved up into the class when the wait list process runs. The remaining students then fill in the wait list spots the previous wait list students had.

Can a student wait list a class if he/she has not met the pre/corequisites?
Just as a student is not able to enroll in a class if they do not meet the prerequisites they are not able to wait list for a class they do not meet the prerequisites for. Classes with corequisites cannot be wait listed.

Can a student wait list more than one section of the same class?
Yes, a student can wait list multiple sections of the same class as long as they are not already enrolled in a section of the class. Students will be added to the first available open section and will then be removed from any additional wait lists for the class.

Can a student wait list a class he/she is already enrolled in?
No, if a student is already enrolled in a class they are not able to go on the wait list for a different section of the class.

Why does a student have to wait list a class that appears to have an open seat?
The wait list process is scheduled to run multiple times throughout the day. If a seat opens in a class, the class will remain closed until after the wait list process has completed. If there are no students on the wait list, the class will reopen after the process has completed. If there are students on the wait list, the next eligible student on the list will be enrolled in the class and the class will remain closed.

When will the wait list stop running?
The wait list process will no longer run 3 days prior to the start date of the class. Students will not be allowed to add themselves to the wait list at this point.

How does a student know when they have been moved from the wait list to enrolled in the class?
The wait list process will automatically send them an email to the student. Students will not be allowed to add themselves to a wait list unless they have an email account.

What happens to the wait list if the class is canceled?
The students who are enrolled in the class as well as students on the wait list are dropped. It is the division's responsibility to notify all students of class cancellations.
Why was the student in position number one not added into my class when a seat became available?
The requirements to be moved off of a wait list are the same as standard enrollment:

- If a student is registered in another section of the same class, the wait list process will skip him/her and move on to the next available student.
- If a student is enrolled in a class that occurs at the same time there is a time conflict, the wait list process will skip him/her and move on to the next available student.
- If a student has registration holds, i.e., Advising Hold, Bursars Hold, etc., the wait list process will skip him/her and move on to the next available student.
- If a student does not meet the prerequisites the wait list process will skip him/her and move on to the next available student.

If you have any questions regarding the class wait list, please call Enrollment Services at (920)735-5645.