## Waitlists

Waitlists are lists of students waiting to get registered for particular classes that are currently full. Students are responsible for placing themselves on a waitlist during the registration process. When a seat opens, the first person on the list will be offered the seat via university email. (This means it is essential to be checking your email daily)

Students are not automatically enrolled in a class, and will need to complete the registration process within a <u>24-hour time period</u>. If a student does not register during this time, their opportunity to enroll expires, and the next student on the list is notified.

It is possible that a student could have other registration problems that would prevent enrollment, even though they are offered a seat.

Not all departments use this electronic waitlist feature.

## Step by step:

If a course is full, and uses the Waitlist feature, the Waitlist icon will activate. Click that button!

Add Equivalent <mark>-Waitlist</mark>	ID #	Subj▲	#	Sec	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc
09	002213	STAT	154	01	Elementary Statistics	08/21 - 12/08	MITHE	8:00am - 8:50am	4.0	Full	Jacobs, Andrew		٩
090	001387	STAT	154	02	Elementary Statistics	08/21 - 12/08	MITE	9:00am - 9:50am	4.0	Full	Wu, Han		۹
o 9 <mark>8</mark>	000600	STAT	154	03	Elementary Statistics	08/21 - 12/08 08/22 - 12/07	M F T.Th	10:00am - 10:50am 10:00am - 10:50am	4.0	Full	Rahman, Mezbahur Rahman, Mezbahur		٩
09	000562	STAT	154	04	Elementary Statistics	08/21 - 12/08	MITHE	11:00am - 11:50am	4.0	Full	Mahzabeen, Sabiha		9

Next, add yourself to the Waitlist by checking the box of your desired course sections and click Submit. You can add yourself to the Waitlist of multiple sections. The blue bar will tell you how many students are currently on the list.

Id T	o Wait Li	ist											
nail	notificati	ons wi	ll be	sent	to: <mark>kasi.john</mark> s	son@mnsu.edu							
fore	placing	yourse	elf on	the v	wait list for th	is course, click	on the title	e to verify if there are	any Pre	-requisit	es and restrictions for	this course. (	Do not
d yo	ourself to	the w	ait lis	st unl	ess you meet	the Pre-requisi	tes and re	strictions for a course	becaus	e your re	gistration for the cou	rse will be stop	pped.
	To Wait I	:-•	A	able I									
۹aa	to wait i		Avaii	abie	Now								
	ID #	Subj	#	Sec	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc
•	000086	STAT	154	06	Elementary Statistics	08/21 - 12/08	M T Th F	1:00pm - 1:50pm	4.0	Full	Sanjel, Deepak		۶
her	e are 9 e	entries	on th	ne wa	it list.								
	<b>P</b> 02213	STAT	154	01	Elementary Statistics	08/21 - 12/08	M T Th F	8:00am - 8:50am	4.0	Full	Jacobs, Andrew		٩
her	e are 4 e	entries	on th	ie wa	it list.								
	001387	STAT	154	02	Elementary Statistics	08/21 - 12/08	M I Ih E	9:00am - 9:50am	4.0	Full	Wu, Han		۶
her	e are 7 e	entries	on th	ne wa	it list.								
D	000600	STAT	154	03	Elementary Statistics	08/21 - 12/08 08/22 - 12/07		10:00am - 10:50am 10:00am - 10:50am	4.0	Full	Rahman, Mezbahur Rahman, Mezbahur		٩
Ther	e are 10	entrie	s on t	the w	ait list.								
	000562	STAT	154	04	Elementary Statistics	08/21 - 12/08	M T Th F	11:00am - 11:50am	4.0	Full	Mahzabeen, Sabiha		۶
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Go to Review My Plan to see your current number on the list. You may remove yourself from a waitlist at any time.

Min	nesota	State	Uni	versi	ty, Mankat	0				Pla	n was last changed 8/3	3/2017 at 2:	52 PI
Wa	it List (	(4)											
	ID #	Subj	#	Sec	Title	Dates	Days	Time	Cr/Hr	Status	Instructor	Delivery Method	Loc
0	000600	STAT	154	03	Elementary Statistics	08/21 - 12/08 08/22 - 12/07	M E T Th	10:00am - 10:50am 10:00am - 10:50am	4.0	Full	Rahman, Mezbahur Rahman, Mezbahur		۶
	You are number 11 on this waiting list.												
0	000407	STAT	154	05	Elementary Statistics	08/21 - 12/08	M T Th F	12:00pm - 12:50pm	4.0	Full	Rahman, Mezbahur		۶
	You are i	number	9 on	this w	aiting list.								
0	002213	STAT	154	01	Elementary Statistics	08/21 - 12/08	M T Th F	8:00am - 8:50am	4.0	Full	Jacobs, Andrew		۶
	You are number 5 on this waiting list.												
0	001387	STAT	154	02	Elementary Statistics	08/21 - 12/08	M T Th F	9:00am - 9:50am	4.0	Full	Wu, Han		۶
	You are i	You are number 8 on this waiting list.											