HOW TO USE WAITLISTING

Waitlisting allows you to request to be notified if a seat becomes available in a full class. Not every class offers waitlisting. Waitlist is prioritized first-come, first-served. There is a capacity to the total number of students who can be added to the waitlist. No student is automatically moved from the waitlist to

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7. Click Submit

8. The class will now appear in your Summary with the Status of Waitlisted

9. If a seat becomes available, you will receive an email. You will have 24 hours from the time the email was sent to register for the class. If you do not register, the open seat will go to the next student on the waitlist. You may rejoin the waitlist, but you will be placed at the end

10. To register for the class if a seat becomes available, change the Action to Web Registered

11. Click Submit

12. The class will now appear in your Summary with the Status of Registered