

Waitlist FAQ

What is a registration waitlist?

A registration waitlist is an electronic list of students who are waiting to register for a filled course. Students may sign up on a waitlist when they attempt to register for a section that has reached its capacity if the course/section offers a waitlist.

How do I know if a course has a waitlist?

The waitlist feature is available for all terms and courses; however, academic departments may elect to offer waitlists for some, all, or none of their courses depending availability of classrooms and faculty. The class schedule search will display the 'WL Rem' or Waitlist Remaining Seats.

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Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem
C	12550	POR	100	TST	OC	3.000	TEST	TBA		1	1	0	1	0	1

May students sign up for the waitlist if they do not meet the prerequisite?

No, students must meet all prerequisites for a course before they sign up for the waitlist. They must also meet all course restrictions attached to the section before being able to add themselves to a waitlist.

May a student sign up for a waitlist if they have a registration hold?

No, a registration hold will prevent the student from both registering for a class and signing up for a waitlist.

How does a student sign up for a registration waitlist for a section?

A student may sign up for a registration waitlist in Banner Web at the time they attempt to register for a section that is full. The Academic Departments and Registrar's Office do not add students to a waitlist.

- Closed courses will prompt a Registration Add Error
- Select action 'Waitlist'
- Submit Changes

Registration Add Errors

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode
Closed - 0 Waitlisted	None None Waitlist	12550	POR	100	TST	Undergraduate	3.000	Undergraduate	

How are students notified if a seat opens?

The first student on the Registration waitlist is notified via email when a space becomes available. This student then has 24 hours to register for the section. If the student does not register for the section within the specified timeframe, they will be dropped from the registration waitlist for that section and the next student on the list will be notified.

Will students on a waitlist receive priority registration if a department increases the course section seat capacity?

Yes, if the course section maximum is raised and waitlist enrollment exists, the students on the waitlist will receive open seat notifications in order of their position on the waitlist.

May students still be on a waitlist if they subsequently fail the in-progress prerequisite?

Once a student has signed up on a registration waitlist, they are not dropped from it unless they drop themselves. However, if they are notified that seat is available in a section for which they have failed their in-progress prerequisite, they will receive a registration error and will not be able to register for the section.

Will students be able to waitlist for a section that causes a time conflict on their schedule?

Yes, students will be able to sign up for a waitlist that causes a time conflict. However, they will not be able to register for this section without resolving the time conflict. This gives students' flexibility in creating a schedule.

Can a student sign up on a waitlist for multiple sections of the same course?

Students may only waitlist one section of a course. If the student is offered a seat from the waitlist, but the student is already registered in a different section, the student will not be authorized to register unless they drop the other section first.

May a student sign up for a waitlist if they have a registration hold?

No, a registration hold will prevent the student from both registering for a class and signing up for a waitlist.