

Wait Listing Policy

QUICK FACTS:

When: Summer, 2007

What: No faculty signature needed for closed class

Who: All student populations (traditional UG, Degree Completion, and Graduate students)

Effect: Closed classes remain closed until a seat opens. Students on wait list get priority for the seat.

DETAILS:

Beginning Summer 2007 students will be able to be placed on a waitlist for closed classes. No longer will students need to obtain faculty and mentor/advisor approval to be added into a closed class. The waitlist feature will ensure fairness for all students trying to add a closed class.

During registration periods and through the first two weeks of the semester a student can use the waitlisting feature through on-line registration. Students may waitlist for multiple sections and be able to manage their waitlist (remove themselves from the list or see where they are in line to add the course). Once a space becomes available the student will receive an email to their CampusCruiser email address notifying them they have until midnight the following day to add the course or they will be removed from the list.

Each course will have set criteria to prioritize the wait list. All sections will be time and date stamped to prioritize the first-come-first-serve students. General Education courses will also give priority to class level so Seniors will have priority over Freshmen to ensure a timely graduation. Courses in a major or minor may also have added criteria to give priority to students who are in that given major or minor.

Students are encouraged to drop courses in a timely manner to allow their fellow classmates who are on the waitlist the opportunity to add the course.