

Registration: Waitlisting

Cane Link

If a class is full when your enrollment time arrives, you may opt to waitlist – placing yourself on a list to see if a seat opens up.

Follow the instructions on the [Search for Classes](#) tip sheet to locate a class.

Note: If you are thinking of setting up a swap to enroll in a different section, **do not** waitlist! Instead, go to [Setting Up a Swap](#).

If you add yourself to a waitlist and then decide to setup a swap, you will have to drop the waitlisted class and you will lose your position.

If, while viewing your class search results, the Status for the section that you want displays with a symbol of ▲, the section is full but has a waitlist. To place yourself on the waitlist, follow these steps:

1. Click on the **Section**
2. Click on **Select Class**
3. On the next screen, if a waitlist is available and you want to be placed on the waitlist:
 - Under **Class Preferences**, check the box for **Wait list if class is full**
4. Click **Next**

Once you've done that, the class will be added to your *Shopping Cart*.

To finish enrolling on the waitlist:

5. Click on the **Enroll** tab
6. On the next screen, confirm that this is the class you want to waitlist
7. Click on **Proceed To Step 2 Of 3**
8. Click on **Finish Enrolling**
9. Once you click *Finish Enrolling*, you will receive a message indicating your position on the waitlist

Note that the status column will show a ✓ which indicates the transaction was successful. If the transaction was unsuccessful, an X will appear with a message indicating why it was unsuccessful.

10. To view your schedule, click on **My Class Schedule**
11. Your *Class Schedule* will show the new class with the (a) Waitlist Position and (b) a status of Waiting

REL 352 - RELIGION & SCIENCE
Class Section 1 Times Room Instructor Meeting Dates Status
2053 S-LEC 08/22/2016 - 12/06/2016 Regular Dooly Memorial 313 select
Notes: This is a combined section class

Search for Classes
Add to Shopping Cart - Enrollment Preferences
Fall 2016 | Undergraduate | University of Miami
REL 352 - RELIGION & SCIENCE
Class Preferences
REL 352-S Lecture Open Wait List Wait list if class is full
Session Regular Academic Permission Nbr _____
Career Undergraduate Grading Standard Grading
Enrollment Information Units 3.00
Writing
Section Component Topic Days & Times Room Instructor Start/End Date
S Lecture Religion and Science TuTh 3:30PM - 4:45PM Dooly Memorial 313 08/22/2016 - 12/06/2016

Search Plan Enroll **Enroll** Waitlist
my class schedule add drop swap
Add Classes
1. Select classes to add
To select classes for another term, select the term and select Change. When you are satisfied with your class selections, proceed to step 2 of 3.
Fall 2016 | Undergraduate | University of Miami change term
Open Closed ▲ Wait List
Add to Cart: Enter Class Nbr enter
Find Classes Class Search
 My Requirements
 My Planner
search
PROCEED TO STEP 2 OF 3

Fall 2016 Shopping Cart
Delete Class Days/Times Room Instructor Units Status
REL 352-S (2053) TuTh 3:30PM - 4:45PM Dooly Memorial 313 3.00 ▲
Please read the Financial Responsibility Statement
CANCEL PREVIOUS FINISH ENROLLING

Class Message Status
REL 352 Message: Class 2053 is full. You have been placed on the wait list in position number 3. ✓
MY CLASS SCHEDULE ADD ANOTHER CLASS
REL 352 - RELIGION & SCIENCE
Status Waitlist Position Units Grading Grade Deadlines
Waiting 3 3.00 Standard Grading
Class Nbr Section Component Days & Times Room Instructor Start/End Date
2053 S Lecture TuTh 3:30PM - 4:45PM Dooly Memorial 313 08/22/2016 - 12/06/2016

Notes

- Waitlisting for a class does not ensure that you will be getting into the class, nor does it count towards your credit hours
- You will not be able to get on a waitlist if there are [holds](#) on your account
- If you do not meet the requirements of the class, please do not waitlist as the system will not enroll you in the class. Please see your advisor for any classes that are waitlisted where you do not meet the requirements