







Adding Classes to Wait List

If wait list is available, students can add the class to wait list when the class is full.

Steps	Descriptions						
1.	<p>To view all classes, uncheck Show Open Classes Only on Class Search.</p> <p>Class Search</p> <p>Session: Regular Academic Session</p> <p>Subject: ANTH-Anthropology</p> <p>Course Number: is exactly</p> <p>Course Career:</p> <p><input type="checkbox"/> Show Open Classes Only</p>						
2.	<p>In Class Search result,  status indicating the class is full, but wait list is available.</p>						
3.	<p>After selecting the class, check on Wait list if class is full. Click on Next.</p> <p>Add Classes</p> <p>1. Select classes to add - Enrollment Preferences</p> <p>Spring 2017 Undergraduate UH-Clear Lake</p> <p>TCED 4303 - Creating Positive Learning Env</p> <p>Class Preferences</p> <p>TCED 4303-01 Lecture  Wait List Wait List <input checked="" type="checkbox"/> Wait list if class is full</p> <p>Session: Regular Academic Session Permission Nbr:</p> <p>Career: Undergraduate Grading: Graded</p> <p>Units: 3.00</p> <p>Instructor:</p> <p>CANCEL NEXT</p>						
4.	<p>Click on Proceed to Step 2 of 3, and then Finish Enrolling.</p>						
5.	<p>A message will display if you have been placed into the wait list.</p> <p> Success: enrolled  Error: unable to add class</p> <table border="1"> <thead> <tr> <th>Class</th> <th>Message</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>TCED 4303</td> <td>Message: Class 22514 is full. You have been placed on the wait list in position number 1.</td> <td></td> </tr> </tbody> </table>	Class	Message	Status	TCED 4303	Message: Class 22514 is full. You have been placed on the wait list in position number 1.	
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