Adding a course waitlist to your saved schedule

About waitlists

- A waitlist may be set up when a course section is full. If you try to register in a course that is full and has a waitlist, you will be added to the waitlist until a seat becomes available for you to register.

- Adding yourself to a waitlist does not guarantee that you will be able to register in the course. You will only be able to register in the course if you receive an invitation to register once a seat opens.

- You can add yourself to as many waitlists as you want.

How to add a course waitlist to your saved schedule

First, find a course section

Follow the steps to view the course schedule.
Add a waitlist to your saved schedule

1. Once you have found the course section you want to join the waitlist for, click the course title to go to the “View Course Section” page.

2. Review the course description for registration requirements. These may include prerequisite and corequisite courses, or additional sections you must also enroll in. Learn more about prerequisite and corequisite courses on the Academic Calendar.

3. Click the orange “Add to Saved Schedule” button at the bottom of the page if you want to add the waitlist to your saved schedule.
4. On the next page, select an existing saved schedule or create a new saved schedule to add the course section to.

5. Click the white “Choose Times” button at the bottom left to continue.

6. On the next page, select a section for each required activity. Be sure to check the “Section Status” column of each activity. Some required activities may have space while others have a waitlist enabled.

7. Follow the steps for the scenario that best matches your situation:
   a. The course has only one required course activity, which has a waitlist.
   b. The course has multiple required course activities, each with a waitlist.
   c. The course has one required course activity with a waitlist and another course activity that has seats available.
Example Scenario 1: The course has only one required course activity, which has a waitlist.

If your selected course has only one required course activity such as a lecture, and it has a waitlist, you will be added to the waitlist of that course section. To register in this course section, you must wait until a seat is available.

1. On the “Register for Course Section” page, check the box in the “Select” column next to the course section you want to join the waitlist for.
2. Click the orange “OK” button to add the waitlisted course to your saved schedule.
3. From your saved schedule click the orange “Start Registration” button.

4. You’ll be brought to a page titled “Start Registration from Saved Schedule”. Review the course activities on this page.

If you decide not to join the waitlist, or there is an available course activity, you can change your selection at this time.

5. Click the orange “Register” button to add the waitlist to your saved schedule.
Review the confirmation page. The course you selected will appear in a “Waitlisted Courses” table.

Example Scenario 2: The course has multiple required course activities, each with a waitlist.

If your selected course has more than one required course activity (e.g., a lecture and a tutorial) and each of them has a waitlist, you will be added to the waitlist for all of them. You must receive an invitation to enroll in all course activities before you can register.
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1. On the “Register for Course Section” page, check the box in the “Select” column next to the course sections you want to join the waitlist for.

2. Click the orange “OK” button to add the waitlisted courses to your saved schedule.

3. From your saved schedule click the orange “Start Registration” button.
4. You’ll be brought to a page titled “Start Registration from Saved Schedule”. Review the course activities on this page.

If you decide not to join the waitlist, or there is an available course activity, you can change your selection at this time.

5. Click the orange “Register” button to add the waitlist to your saved schedule.

6. Review the confirmation page. The course activities you selected will appear in a “Waitlisted Courses” table.
Example Scenario 3: The course has one required course activity with a waitlist and another course activity that has seats available.

If your selected course has one required course activity with a waitlist and another course activity that has seats available, you will be added to the waitlist for the unavailable course activity. To register in the course fully, you must receive an invitation to enrol in the unavailable course activity, even if other required courses activities have seats available.

For example, there may be a seat available in the lecture section for a course, but the required lab section is full. You won't be able to register for the lecture until a seat for the lab section becomes available.

1. On the “Register for Course Section” page, check the box in the “Select” column next to the course section you want to join the waitlist for and the open course section you’d like to register in.

2. Click the orange “OK” button to add the course sections to your saved schedule.

3. From your saved schedule click the orange “Start Registration” button.
4. You’ll be brought to a page titled “Start Registration from Saved Schedule”. Review the course activities on this page.

If you decide not to join the waitlist, or there is an available course activity, you can change your selection at this time.

5. Click the orange “Register” button to add the waitlist and the available course activity to your saved schedule.

6. Review the confirmation page. The waitlisted course activity you selected will appear in a “Waitlisted Courses” table, while the available course activity will appear in a
“Not Registered Courses” table under “Unsuccessful Registrations”.

Your registration in the available course activity will be unsuccessful because you were not able to register in all the required activities of the course. Later, if you receive an invitation to enrol in the waitlisted activity and the other required activities still have seats available, you can register in the course fully.

**Next steps**

Now that you’re on the waitlist, you must wait until a seat becomes available to you. Learn how to enrol in the course when you receive an invitation to register.

**Additional resources**

- [Viewing your waitlisted courses](#)
- [Registering in a course from the waitlist](#)
- [Adding yourself to the waitlist for an individual course section](#)