

Waitlist Information

Columbia has implemented a waitlist system for course registration. This will help students track potential openings in full classes.

How does it work?

When registering for classes on <http://my.colum.edu>, you will see that a class's Status is either Open, Closed, or Waitlist. If a class says Waitlist, that means it is currently full but you can sign up to be notified if a seat opens. You can join the Waitlist by selecting and adding like you would for an open class.

Select a course or click Retu					
Select	Course	Section	Title	Reg/Limit	Status
<input type="radio"/>	MATH 101	01	Basic Math Skills	21 / 21	Waitlisted 0/3
<input type="radio"/>	MATH 101	03	Basic Math Skills	21 / 21	Waitlisted 0/3
<input type="radio"/>	MATH 101	04	Basic Math Skills	21 / 21	Waitlisted 0/3

Waitlists also have limits: only a designated number of students can join a section's waitlist. If a seat opens in a waitlist class, only students on the waitlist will be allowed to register. When a seat opens, anyone on the waitlist can register for that seat, whoever sees and selects it first.

Students on the waitlist will be notified of any openings in a nightly email. Since this email is only sent once per day you are encouraged to actively check for openings as well. Waitlisted students will need to go to the registration page to add the class: **enrollment is not automatic.**

A waitlisted class will be displayed with your schedule, but will be marked as "Wait Listed". You are not officially enrolled in the class unless a seat opens and you then add the class. Below is an example of how a student's combined schedule and waitlisted classes will display on the registration page:

Drop	Course	Sec	Title	Add to Schedule
<input type="radio"/>	ARTH 105	01	Introduction - WAIT LISTED --	<input type="button" value="Add to Schedule"/>
<input type="radio"/>	ARTS 113	01	Foundation S - WAIT LISTED --	
<input type="radio"/>	CINE 184	01	Funding and - WAIT LISTED --	
<input type="radio"/>	ANIM 150	03	Computer Animation: Keyframing I	
<input type="radio"/>	HIST 122	02	Europe & the West: Medieval	
<input type="radio"/>	DSGN 112	02	Ceramics I - WAIT LISTED --	
				Open Seat <input checked="" type="radio"/>

Or on your schedule, it may look like this:

Course	Title	Credits	Grading Type	Faculty/Meeting	Dates	Room
+ ARTS 110-04	Drawing I	3.0	LT	Staff-AAH T	10:30AM - 01:00PM 01/23/2023 - 05/12/2023	CCC / 623 / 805(1/23/2023-5/12/2023)
+ BIOL 245H-01	Ecology: Honors (WAITLISTED)	4.0	LT	Staff-SCMT T	10:30AM - 12:20PM 01/23/2023 - 05/12/2023	CCC / WEB / WEB(1/23/2023-5/12/2023)
				Staff-SCMT R	10:30AM - 12:20PM 01/23/2023 - 05/12/2023	CCC / WEB / WEB(1/23/2023-5/12/2023)
+ ECON 101-01	Introduction to Economics	3.0	LT	Staff-HHSS TR	10:30 - 11:50AM 01/23/2023 - 05/12/2023	CCC / 624 / 602(1/23/2023-5/12/2023)

Remember: a waitlist class displays *with* your schedule but you are not yet enrolled in that class.

Waitlist Rules

You cannot waitlist a class if:

- You are already enrolled in or waitlisted for another section of the same class.
- You don't meet requirements/pre-requisites for a class.
- You are already registered for a class at a conflicting time.
- The waitlist is already full.

The waitlist:

- **Does not add to your credit totals or contribute to full-time enrollment status.**
- **Does not guarantee a seat in the class.**
- Does not keep a ranked order. If a spot opens, anyone on the waitlist can add, but *only* students on the waitlist can add.

If you join a waitlist and later change your mind or decide on a different schedule, you can select and "drop" the waitlist class from the registration page. If you don't need it anymore, consider dropping the waitlist – another student may want to join the list.