

# WAITLIST FAQs

## Answers to help you understand the use of waitlists:

1. Q: When do the waitlists go into effect?  
A: The waitlists go into effect as soon as a class closes.
2. Q: How do I get added to a class from the waitlist?  
A: A batch process will move eligible students from waitlists into re-opened classes throughout the registration period.
3. Q: How will classes re-open?  
A: Classes will either re-open because other students have dropped out or because of prerequisites not met.
4. Q: How will I know I have been added?  
A: If we have your email address, you should get an automatic email. Regularly check your schedule and waitlist status at <http://myweb.sjcccd.edu>
5. Q: When will I have to pay?  
A: You will have to pay as soon as you have been registered to the course. Check your email or <http://myweb.sjcccd.edu>
6. Q: Will the waitlists check for prerequisites?  
A: Yes. You will not be added to the waitlist if you do not meet pre-requisite requirements.
7. Q: Will the waitlists check for time conflicts?  
A: No. If you already have a class at the same time and space becomes available for the waitlisted class, you will not be added until you drop the class that conflicts.
8. Q: If I have a time conflict, and am not added, will I lose my spot?  
A: No, but another waitlisted student will be added instead of you because of the conflict.

9. Q: Can I sign up for multiple waitlist sections for the same course?  
A: Yes, but as soon as you are added to one, all other waitlists for that course are inactivated.
10. Q: How does the system choose which section to add?  
A: The system adds you into the next section that becomes available. If you have multiple sections of the same course and more than one opens at the same time, the system will choose the lowest section number (for example, 201 before 202).
11. Q: If I have a hold on my record, will I be added from the waitlist?  
A: No. No registration activity is possible with a hold.
12. Q: What happens with classes that have a required co-requisite lab?  
A: If you are on a waitlist for a lecture class that also requires a separate lab, you will not be moved from the waitlist to the class if it opens. (Examples: Acct 20 and Acct 200 lab or English 104 and Engl 104L)
13. Q: So what do I do?  
A: Register for the lab first. Once you are registered for the lab, the system should let your waitlisted lecture class be added if space becomes available.
14. Q: What if I am already enrolled in 18 units. Can I still add myself to waitlists?  
A: You can add yourself to waitlists, but you will not be automatically added to re-opened courses. You will have to drop enough units to accommodate the waitlisted class or try to add courses after the term begins and submit an excess unit form from counseling.