Web Registration: Waitlist

1. Students will be restricted to one active waitlist per course per term (fall, spring, summer – all summer terms will be considered one term). *(Special topics courses are excluded from this restriction.)*

Mock Up

Web Registration: Waitlist

2. Students will be restricted to 3 active waitlists at any given point per term (fall, spring, summer – all summer terms will be considered one term).

If a student is already active on three waitlists and attempts to waitlist a fourth course for the term, he will receive a registration failure message.

Mock Up

My Waitlisted Sections

3. Students may drop themselves from a waitlist via "My Waitlisted Sections."

Mock Up

Instructions: This form allows you to monitor your waitlist status and remove yourself from a waitlist. To drop yourself from a waitlist, select "Yes" for the course under "Drop Waitlisting?" Then click "Submit".

STUDENT WAIT LIST COURSES

Smith, Jane Doe   AU ID: **1234567**

Course Section	Course Title	Day(s)	Time(s)	Instructor	Term	Status	Status Date	WL Position	Drop Waitlisting?
ACCT-240-002	Principles of Financial Acct	M TH	02:35PM 03:50PM	C. Evans	2012F	Waitlisted	03/28/12	1	No ▼
GOVT-105-003	Indiv Freedom vs Auth	T F	10:20AM 11:35AM	T. Merrill	2012F	Waitlisted	03/28/12	1	No ▼ / Yes / No
SIS-105-002	World Politics	T F	10:20AM 11:35AM	M. Matthijs	2012F	Dropped	03/27/12	--	--

Submit

How to drop yourself from a waitlist

AMERICAN UNIVERSITY
W A S H I N G T O N , D C

Step 1:
Log on to myau.american.edu. Expand the "Academics" menu to find "My Waitlisted Sections."

Step 2:
Select "Yes" for the course under "Drop Waitlisting?"
Then, click "Submit."

Instructions: This form allows you to monitor your waitlist status and remove yourself from a waitlist. To drop yourself from a waitlist, select "Yes" for the course under "Drop Waitlisting?" Then click "Submit".

STUDENT WAIT LIST COURSES

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GOVT-105-003	Indiv Freedom vs Auth	T F	10:20AM 11:35AM	T. Merrill	2012F	Waitlisted	03/07/12	1	No
SIS-105-002	World Politics	T F	10:20AM 11:35AM	M. Matthijs	2012F	Waitlisted	03/07/12	2	No / Yes / No

Submit

"Dropped" will appear under "Status" as a confirmation you have dropped yourself from a waitlist. The date you dropped yourself from the waitlist will appear under "Status Date."

Instructions: This form allows you to monitor your waitlist status and remove yourself from a waitlist. To drop yourself from a waitlist, select "Yes" for the course under "Drop Waitlisting?" Then click "Submit".
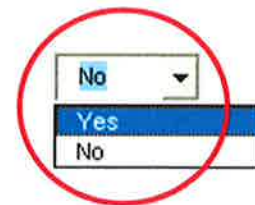
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Submit