

WAIT LIST INFORMATION

WHAT IS THE WAIT LIST FEATURE?

The Wait-List Feature gives students the opportunity to plan ahead when adding a closed class(es) becomes necessary. Students on the Wait List have priority over students who walk into class attempting to add.

HOW DOES IT WORK?

- While registering on MyChaffeyVIEW, you may place yourself on a wait list for a class that is closed, provided the option to wait list is available.
- *Enrollment is not guaranteed.* Students on the wait list **must be present at the first class meeting**. Space availability and your wait list sequence determine your chances to add the class.
- To “add” the class you must be given permission from the instructor in the form of an **ADD CODE**. The “add” is NOT OFFICIAL until you have registered on MyChaffeyVIEW with the ADD CODE. After you login to MyChaffeyVIEW, select the option “Add Code Registration” on the Student Menu. Detailed instructions and deadlines are provided online and in the Schedule of Classes.

WHAT ARE THE RESTRICTIONS AND OTHER DISCLAIMERS?

- You may wait list for only **one** section of a specific course.
- Time conflicts and pre-requisite requirements are not checked systematically during the Wait-List period.
- Professors have the discretion to add students once enrollment for their class is officially closed.