



How to Waitlist a Course

You are able to waitlist a course in UCDAccess if you see CLOSED WAIT LIST AVAILABLE when attempting to enroll. A waitlist is not available for CLOSED courses.

1 STEP 1 2 STEP 2 3 STEP 3 4 STEP 4

NOTE: If you enroll for both Main Campus and Continuing Education / Extended Studies classes in the same term, your Continuing Education / Extended Studies tuition is separate from any Main Campus tuition and may be billed separately. Continuing Education / Extended Studies class(es) are NOT eligible for the COF stipend.

OPEN CLOSED CLOSED WAIT LIST AVAILABLE SCHEDULE CONFLICT ERROR

^ RSEM 5120 - Introduction to Research Methods

CLASS	SECTION	DAYS & TIMES	ROOM	INSTRUCTOR	MEETING DATES	STATUS	
33683	H01-LEC Intensive (Den)	Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM	LW ST CNTR 1150 LW ST CNTR 1150 LW ST CNTR 1150	Nancy Leech Staff Staff Staff			<input type="button" value="Select"/>

Click the button to begin the process of adding yourself to the waitlist.

OPEN CLOSED CLOSED WAIT LIST AVAILABLE SCHEDULE CONFLICT ERROR

^ RSEM 5120 - Introduction to Research Methods

CLASS	SECTION	DAYS & TIMES	ROOM	INSTRUCTOR	MEETING DATES	STATUS	
33683	H01-LEC Intensive (Den)	Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM	LW ST CNTR 1150 LW ST CNTR 1150 LW ST CNTR 1150	Nancy Leech Staff Staff Staff			<input type="button" value="Select"/>

Under Class Preferences, make sure the Wait list if class is full box is checked and click the button.

^ RSEM 5120 - Intro to Research Methods

^ Class Preferences

RSEM 5120-H01

Component Lecture
Status Wait List

Session Intensive (Den)
Career Graduate

Wait list if class is full

Grading Letter Grade
Units 3.00
Requirement Designation
COF Eligible

^ Class Notes

Hybrid Section Course. Additional \$50 Fee Applies. For more information, please contact CU Online at 303-315-3700 or www.cuonline.edu.

If Enrolled from Wait List Drop This Class



How to Waitlist a Course

Once the course is added to your shopping cart, select the course by checking the box and click the **Add Selected Classes** button.

✓ RSEM 5120 has been added to your Shopping Cart.

Select Class

Search By Class Number

Search by Subject and Catalog Number

Advanced Search

Fall 2017 UC Denver Shopping Cart

● OPEN
 🔒 CLOSED
 ⦿ CLOSED WAIT LIST AVAILABLE
 ⚠ SCHEDULE CONFLICT
 ❌ ERROR

ENROLLMENT ORDER	CLASS	DAYS/TIMES	ROOM	INSTRUCTOR	UNITS	STATUS	ENROLL STATUS	MESSAGE	ALT SECTIONS
<input checked="" type="checkbox"/>	RSEM 5120-H01 (33683)	Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM	LW ST CNTR 1150 LW ST CNTR 1150 LW ST CNTR 1150	N. Leech	3.00	⦿			Alt Sections

✖ Delete Selected

Add Selected Classes

Confirm you want to be added to the waitlist by clicking the **Finish Enrolling** button.

1 STEP 1 2 STEP 2 3 STEP 3 4 STEP 4

Select Finish Enrolling to process your request for the classes listed. To exit without adding these classes, select Cancel.

● OPEN
 🔒 CLOSED
 ⦿ CLOSED WAIT LIST AVAILABLE
 ⚠ SCHEDULE CONFLICT
 ❌ ERROR

STATUS	ENROLL STATUS	CLASS	DESCRIPTION	DAYS/TIMES	ROOM	INSTRUCTOR	UNITS
⦿		RSEM 5120-H01 (33683)	Intro to Research Methods (Lecture)	Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM Sa 9:00AM - 1:00PM	LW ST CNTR 1150 LW ST CNTR 1150 LW ST CNTR 1150	N. Leech	3.00

Cancel
 Previous
 Finish Enrolling

Verify that you have been placed on the waitlist by checking your status for ⦿. Your position number on the waitlist will be listed under Message.

1 STEP 1 2 STEP 2 3 STEP 3

View the following status report for enrollment confirmations and errors:


⦿ SUCCESS: WAIT LISTED
 ✔ SUCCESS: ENROLLED
 ❌ ERROR: UNABLE TO ADD CLASS

CLASS	MESSAGE	STATUS
RSEM 5120	Message: Class 33683 is full. You have been placed on the wait list in position number 5.	⦿

Resolve Errors
 My Class Schedule
 Add Another Class



How to Waitlist a Course

You can check your position number on the waitlist by selecting Class Schedule from the  menu in your Student Center.

Register for Classes (add/drop)


^ Class Schedule Filter Options

Show Enrolled Classes
 Show Dropped/Withdrawn Classes
 Show Waitlisted Classes

Filter

RSEM 5120 - Intro to Research Methods

STATUS	WAITLIST POSITION	WAITLIST TYPE	WAITLIST DESCRIPTION
Waiting	5	Automatic	Students are auto enrolled (starting at the top of the wl) when spaces open up.

UNITS	GRADING	GRADE	DEADLINES
3.00	Letter Grade		

CLASS NBR	SECTION	COMPONENT	DAYS & TIMES	START/END DATE
33683	H01	Lecture	Sa 9:00AM - 1:00PM	09/16/2017 - 09/16/2017
			Sa 9:00AM - 1:00PM	10/21/2017 - 10/21/2017
			Sa 9:00AM - 1:00PM	11/04/2017 - 11/04/2017
			Sa 9:00AM - 1:00PM	12/02/2017 - 12/02/2017

Please check your position number on the waitlist regularly. All waitlists are eliminated at the end of the first week of classes. Please check the [Academic Calendar](#) for dates.