

Important Information about Waitlists

A. How to Add Yourself to a Waitlist

24619	EECE	431	A50	Intro to Microfabrication	T	10:05 am-12:15 pm	W
24620	EECE	431	A51	Intro to Microfabrication	R	10:05 am-12:15 pm	W
24626	EECE	578X	A50	Intro to Microfabrication	T	10:05 am-12:15 pm	W
24627	EECE	578X	A51	Intro to Microfabrication	R	10:05 am-12:15 pm	W
24628	EECE	578X	A52	Intro to Microfabrication	T	02:50 pm-05:00 pm	W
25423	EECE	578X	A53	Intro to Microfabrication	R	02:50 pm-05:00 pm	W

- Courses that have a blue **W** next to them have a waitlist. The waitlist for a course does not become active until all the spots for that course are taken.
- If the course has more than one lab section (EECE 431/578X), then each lab section has its own waitlist. Simply waitlist yourself for the one lab section that you prefer. With any linked lecture/lab scenario, you will be able to register for the lecture when you receive an opening in the lab you've chosen.
- Registering for a waitlist works the same exact way as registering for any other class – except it requires a few more clicks!
 - When you try to register for a closed course, you will get an error message that says “Closed Section.”
 - Next to this message, you will also see a drop down menu (under “**Actions**”).
 - Click on the drop down menu and click “**Waitlist**”, then click “**Submit Changes**”.
 - You will see a confirmation message that says “Waitlisted – #.”
 - Confirm that you are properly placed on the waitlist by going to Student > Registration > Registration History.

B. VERY-Important Things to Know about Waitlists:

- Check your email **every 12 hrs** to see if you have received an email from the registrar saying a spot is open. You will have 24 hrs to add yourself to the course **from the time you received the email (not when you open the email)**.
- If you get the email, you **must add yourself** to the course on BU Brain by going to “Add or Drop Courses” and selecting “Register” from the same drop down menu as when you were signing up on the waitlist.
- Putting yourself on the waitlist does not mean that you are guaranteed a spot OR you are enrolled in the course.
- **DO NOT SWITCH SECTIONS** of a course or lab you are waitlisted for. *This will drop you from the waitlist.*
- If you get an email offering you a seat in a course that you no longer want to take, please drop the course as soon as possible so that other students can enroll.

Q: I see a spot available in a course I really need, but when I try to register, I only have the option to put myself on the waitlist. Why can't I get the available spot?

A: When seats show available in a waitlisted course, those available seats are being offered to the people on the top of the waitlist. When people take the available seats, BU Brain will update the remaining spots in the class.

Q: Can I put myself on the waitlist for more than one course or lab section?

No, you can only put yourself on the waitlist for one section of the same course or lab.

Q: Can I see my position on the waitlist?

Unfortunately not and your position is determined by the date/time of placing yourself on a waitlist. The policy in our department is that we do not look at student positions on waitlists.

Q: But I really do need this class. Can't you just add me? I'm only one more person. Will the professor add me?

Unfortunately not. There are many reasons why that is not possible. Please check the schedule for courses offered over the summer or following semester. You could also check whether it is possible to take the course elsewhere and transfer in the credit.