Questions about registration?
PSYCHOLOGY COURSES SPRING 2015

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?

The wait list means that there is already a number of people who are waiting to add the course. If someone drops the course, a seat becomes available, and an invitation is sent to the person at the top of the wait list. You have two choices: Add yourself to the wait list, or register for a different course. Putting yourself on the wait list does not assure you a place in the course.

Q: How do I add myself to the wait list?

- Go to your BU Brain student registration worksheet and put in the CRN
- Click “Submit Changes”
- You will get an error: “Closed – Waitlisted”
- Click on “Action” drop down menu
- Click on “Waitlist”
- Click “Submit Changes”
- Status will then indicate: “Waitlisted”
- You have successfully placed yourself on the waitlist for that course.
- If someone drops the course and a seat becomes available, you will be notified via email that you have 12 hours to register for the course or you will be dropped from the waitlist. Instructions will be included in that email on how to register.
- You can drop from the waitlist anytime by clicking on “drop” option from the “Action” drop down menu.
- If you do not intend on registering for the course, please drop from the waitlist immediately so that the next student can register into the course.
- REGISTRATION ON THE WAITLIST DOES NOT GUARANTEE A SEAT IN THE COURSE.
- If you are actually registered in a wait listed course: DO NOT CHANGE YOUR REGISTRATION. You cannot simply switch to a different section.

If you are on a wait list, check your email at least every 12 hours.

Q: Which courses have wait lists?
Stats, Research Methods, Cognition LAB, Learning LAB (all sections), and the 473 seminars.

Q: What if the course doesn’t have a wait list? It’s closed, but I really need this class. How can I register?

You aren’t able to register for a course that is at maximum enrollment. Watch enrollment numbers on BU Brain, and if a seat becomes available, and if you have the prerequisites for the course, you’ll be able to register.

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 this summer. Otherwise, it might be possible for you to take the course in this fall. You could also check whether it is possible to take the course elsewhere and transfer in the credit. Please see the Transfer Equivalency Table here: http://www.binghamton.edu/admissions/apply/transfer/coursework.html

Q: I emailed the advising office and I called, but I can’t get an answer. What should I do?

Due to the number of people seeking help with registration during the first few weeks of the semester, it isn’t possible for us to answer the phone or respond to emails. BUT---if you come directly to the Psychology Academic Advising Office in Science 4, Room 230, we’re holding extended walk-in hours: 9:30am to noon, and 12:30pm to 3:30pm. Please come to talk with us in person, and we’ll be able to help you.

Extended walk-in hours January 26 to February 6:
10:00am to noon, and 12:30pm to 3:30pm, Monday through Friday