Waitlisting for a Course

The Registrar’s Office is moving waitlisting to a standard Banner process to allow additional registration features.

HOW DOES IT WORK

1. Students will waitlist during registration the same as they currently do:

![Image of waitlist registration screen]

2. When a seat opens, student receives automated email with deadline to register:

![Image of waitlist notification email]

3. Student MUST take action to register or they will be dropped after time expires:

![Image of waitlist instruction]

NEW FEATURES

- Student may waitlist in multiple sections of a registered class to try to get into desired section. If space opens in the desired section they will simply drop the currently registered one while adding the new one.
- Time conflicts will be checked so students will not be able to register for classes meeting at the same time.
- Late 8-week classes will have their own waitlist period associated with the start of the classes.

KEY ADVISING POINTS

Students who are waitlisted must be diligent in checking VandalMail daily for the notifications and take action to register when space opens. If the student doesn’t take action in the time allowed, they will be dropped and have to start the process over again if they still wish to register.

See more information: [www.uidaho.edu/registrar/registration/deadlines/waitlists](http://www.uidaho.edu/registrar/registration/deadlines/waitlists)