

WISER Waitlist Procedures:

Important: WISER rolls waitlisted students into open slots in a class every few minutes between 8 am and 6pm, and once at 11pm. Students newly enrolled from the waitlist are then sent an email notification. Below is the explanation of the steps WISER follows:

1. If a slot becomes open in a full class which has a waitlist, the system LOCKS the slot, preventing all students from enrolling in the class. Note that, although you can see the open slot, the class status will say "waitlisted" or "closed." Students may continue to put themselves on the waitlist, but not in the class.
2. Every few minutes, WISER attempts to put the next student on the waitlist into the new opening. (During the few minutes between updates, there may appear to be vacant seats in a closed, waitlisted class.)
3. If the next student on the waitlist is eligible, enrollment takes place and the course status remains "closed" (because the spot was filled with the next waitlisted student).
4. There are several reasons why a student may **not be eligible** for WISER to enroll her/him in a class in which s/he is waitlisted:
 - o time conflicts with already enrolled class
 - o student lacks pre or co-requisite classes NOTE: If an advisor did override of pre-req, WISER will **not** recognize this from the waitlist and the student will not be enrolled.
 - o enrollment would exceed the student's credit limit (usually 17 credits)
 - o the student is enrolled in another section of the same courseIf the first student on the waitlist is not eligible, enrollment will NOT take place and WISER will attempt to enroll the next student on the waitlist. Any waitlisted student who does not become enrolled in a class when it is his/her turn will receive an email which lists **all** of the reasons why this may have happened.
5. If none of the students on the waitlist are eligible, the course will open up (and will have "open" status on WISER). Once this happens, the next student who tries to enroll in the course and is eligible will get in and the course will close again.
6. Ineligible students are not removed from the waitlist. Their names remain there, which may make it appear like WISER is "skipping" students on the waitlist, when, in fact, those students are not eligible to enroll in the class.
7. If WISER enrolls a waitlisted student into a class, the student will receive an email (to his/her UMB address) informing him/her of this enrollment.

Waitlists remain in effect throughout add-drop. The Registrar does not stop them before then.

Students may continue to add and drop classes until midnight on the last day of add-drop, after WISER has rolled waitlisted students into open slots for the last time.