How to Add a Course via Wish List and Drop a Course

ADDING A COURSE

Step 1:
Sign into MaineStreet.

Step 2:
In your Student Center, click on the Wish List hyperlink to the left of your schedule:

Step 3:
Choose the semester, if prompted. Then click Search to find classes to add to your Wish List.

On the Search for Classes page, 2 fields MUST be filled in to complete a search.

You can enter any 2 of the following:

- **Course Subject** (ie. BIO for biology, MAT for math, etc.).
  
  If you do not know the code, click the Select Subject button.

- **Course Number** (ie. 100, 120)

- **Course Career** (Undergraduate, Graduate)

- **Course Title Keyword** (ie. Statistics)

- Or any other search fields

  *To see all open and closed class sections uncheck the box next to “show open classes only.”

After 2+ fields are entered click **Search**.

To search for General Ed (Core) classes use the options in the drop down menu that begin with A. To search for clusters choose options beginning with B-cl.

On the Class Search Results page, you will see a list of all the class sections that meet your criteria. To view details about a specific class section (ie. prerequisites, day/time/location, etc.) click the Section hyperlink.

If there are several sections of a course available, you may need to click on the View All Sections link in the blue banner beneath the class name.

Step 4:
Once you find a class you would like to take, click on the green **Select** button and it will be added to your Wish List.

**Step 5:** Once you have a course in your Wish List that you want to enroll in (instructions on another handout), and which you have already validated, you’ll simply put a check in the “Select” box and then click on “Enroll”. In this case, we are enrolling in HTY 103:

![Select and Enroll](image)

**Step 6:** The final step is to click “Finish Enrolling”:

![Finish Enrolling](image)

At this point, you should now see “Success” and you are enrolled in that course:

![Success Message](image)

If you don’t see “Success”, then you need to look to see what prerequisite you are missing.

**DROPPING A COURSE**

Please keep in mind, dropping a class using the method discussed below is only possible during the registration period up through the end of the second week of the semester where you are taking that course.

**Step 1:** Access the drop function from your Wish List, your Class Schedule, or the Search For Classes button. At the top of the screen you’ll see these options:
Step 2: Click on the “Enroll” tab. Then, click on “Drop” from the list under “Enroll”:

![Image showing the Enroll tab with drop highlighted]

Step 3: What you’ll see now is a list of classes that you are currently enrolled in. Click the “Select Box” of the course you want to drop and then click “Drop Selected Classes”:

![Image showing a class list with a select box and drop button highlighted]

Step 4: Verify that this is indeed the class you want to drop and then click “Finish Dropping”:

![Image showing the finish dropping button highlighted]

You should get the “Success” message, showing that you removed the course from your schedule:

![Image showing the success message]

If you do not, please look for any errors indicated and try again, or contact your academic advisor.