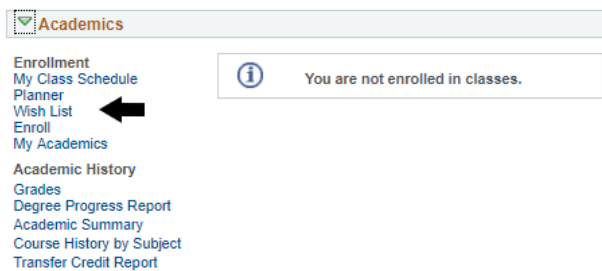
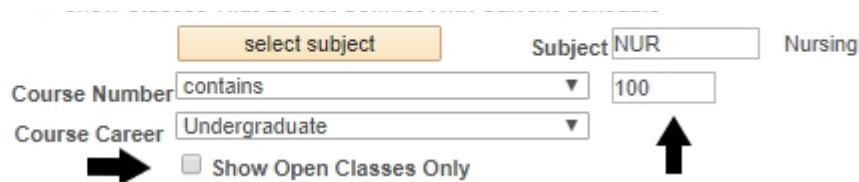


Description & Notes	<p>When registering for courses you may encounter a course that has a Waitlist. This tutorial walks through the process of students placing self on a course Waitlist.</p> <p>*It's important to note, not every course will have a Waitlist option.</p> <p>*Being on a course waitlist does not mean that you are enrolled in the course. Academic departments or Registration during summer session will actively monitor course waitlists.</p> <p>*Students will still need to meet course pre or co-requisites</p>
User Groups or Permissions	USM active students
Overview	Log onto <i>MaineStreet</i> > <i>Student Self-Service</i> > <i>Student Center</i> > <i>WishList (on left of page)</i> > <i>select appropriate semester</i> > <i>search for courses</i> > additional steps are outlined below.

1. Log onto MaineStreet: [MaineStreet link](#)
2. Access Student Self-Service > Student Center > select *WishList* (on left of page)



3. **Select:** the semester you would like to register for classes > proceed to Course Search
4. **In Course Search:** Enter course information, and uncheck box “*Show Open Courses Only*”



5. Press **Select** to choose the course section. A yellow triangle depicts a course section with a waitlist.

Status	Instructor	
▲	Karen Zuckerman	Select
Status	Instructor	
▲	Debra J Gillespie Debra J Gillespie	Select
Status	Instructor	
●	Carla E Randall Carla E Randall	Select

6. Check Box: "Wait list if class is full" and select Next

Wait List Wait list if class is full

Permission Nbr

Grading

Units 3.00

7. The course has been added to your *Wishlist*, but not *Waitlist*: To add yourself to the *Waitlist*, check box next to the course and select enroll

Add to Wish List

Enter Class Nbr

Find Classes

Class Search

My Planner

Select	Class	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	NUR 100-0001 (84140)	We 10:15AM - 12:45PM	LUTH Talbot Lecture Hall - P	K. Zuckerman	3.00	▲

for selected

8. Proceed through: the confirmation of classes to review and confirm your course selection, select *Finish Enrolling*

Wish List 1 [Help](#)

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

2019 Fall | Graduate | University of Southern Maine

● Open	■ Closed	▲ Wait List	Ⓜ Reserved
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Class	Description	Days/Times	Room	Instructor	Units	Status
NUR 100-0001 (84140)	Intro to Professional Nursing (Lecture)	We 10:15AM - 12:45PM	LUTH Talbot Lecture Hall - P	K. Zuckerman	3.00	▲

9. **A Message will identify:** if you have been added to the Waitlist & what number you are, or if you were unable to be added to the waitlist

✔ Success: enrolled ✘ Error: unable to add class

Class	Message	Status
NUR 100	Message: Class 84140 is full. You have been placed on the wait list in position number 4.	✔

[My Class Schedule](#) [Add Another Class](#)

Su19 jrh