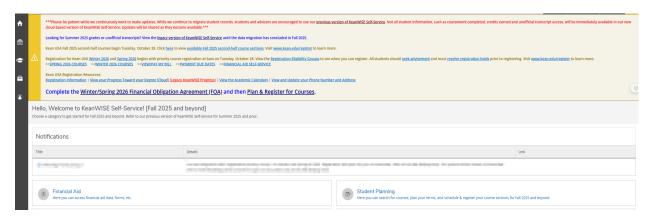
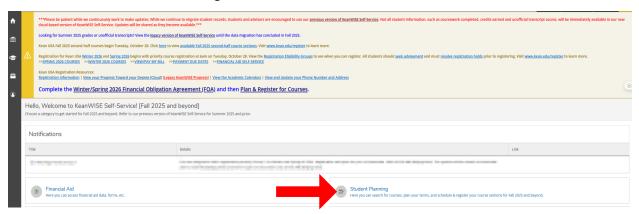
How to Add Yourself to the Waitlist

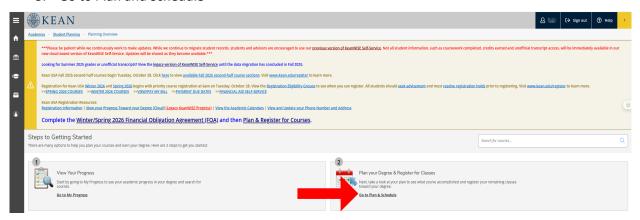
1. Login to your KeanWISE account at the New Student Self-Service.



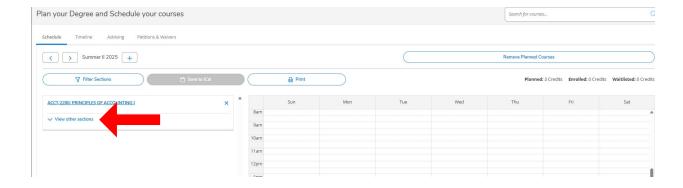
2. Select the Student Planning tile.



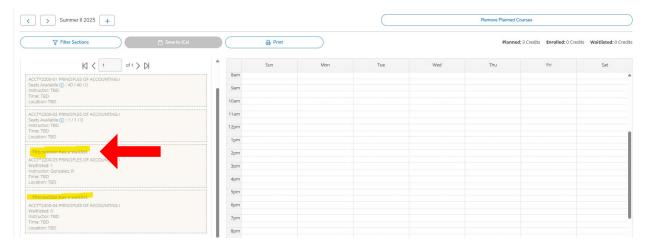
3. Go to Plan and Schedule



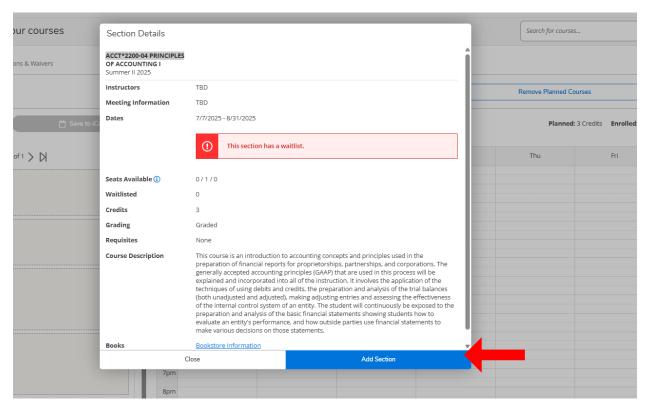
4. Click on "view other sections"



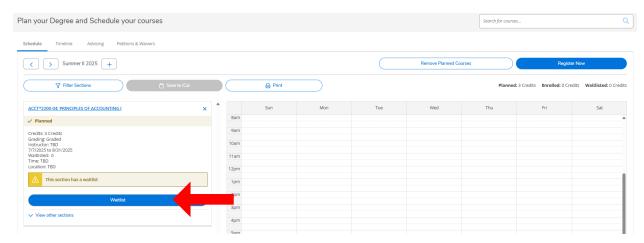
a. In this example, ACCT 2200 sections 3 & 4 have a Waitlist.



b. Select the desired section and add the section to your schedule.



5. Click on the "blue waitlist" button to add yourself to the waitlist.



Once you have added yourself to the waitlist the text in the blue button will change to "drop waitlist" which can be used to remove yourself from the waitlist if needed. If a seat becomes available for the course you waitlisted yourself for, you will be notified via email. Please pay close attention to the information that will be provided in the email.

