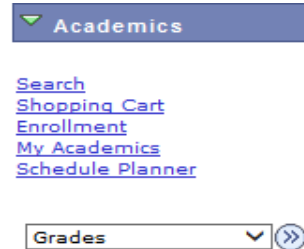


Enrolling in a class from wait list status

The Academic Department will contact you when a seat becomes available and you have been granted permission to enroll in the class via Titan Web. You have a specified period of time to enroll in this class. If you have a hold on your record that prohibits registration, it's your responsibility to resolve this matter as soon as possible.

- 1) Log in Titan Web.
- 2) Under the Academics section select Shopping Cart.



- 3) Select the applicable term and click continue.
- 4) Enter the 5 digit course number of the class on your schedule in wait list status and click enter.

A screenshot of the "Add to Cart" form in Titan Web. The form is titled "Summer 2015 Shopping Cart" and contains a table with the following content:

Quest Paired Class(es)	Descr
Your enrollment shopping cart is empty.	

On the left side of the form, there is a "Find Classes" section with a "Class Search" radio button, a "search" button, and a "schedule planner" button. An arrow points to the "Enter Class Nbr" input field.

- 5) On the next page click  **DO NOT CLICK IN THE WAIT LIST BOX**

A screenshot of the "Shopping Cart" page in Titan Web. The page is titled "Shopping Cart" and contains the following information:

1. Select classes to add - Enrollment Preferences

Fall 2015 | Undergraduate | UW Oshkosh

ENGLISH 312 - Advanced Writing (EN)(XK)

Class Preferences

ENGLISH 312-001C Lecture	Wait List	Wait List	<input type="checkbox"/> Wait list if class is full
Session	Fourteen Week	Grading	Graded
Career	Undergraduate	Units	3.00

Enrollment Information

- WBIS 188 or English Comp Course, and 45 Crs and not required to take Quest III This course is open to University Honors Program students.

At the bottom of the page, there are "CANCEL" and "NEXT" buttons. An arrow points to the "Wait List" checkbox.

- 6) Go to your Shopping Cart, select the class in wait list status and then click enroll.

● Open
 ■ Closed
 ▲ Wait List

Add to Cart:

Enter Class Nbr
 enter

Find Classes

Class Search

search

schedule planner

Fall 2015 Shopping Cart

Select	Class	Days/Times	Room	Instructor	Units	Status	Quest Paired Class(es) Descr
<input checked="" type="checkbox"/>	ENGLISH 312- 001C (32668)	TuTh 8:00AM - 9:30AM	Dempsey 301	R. Feldman	3.00	▲	

for selected: delete enroll

- 7) Click finish enrolling.

- 8) A message will confirm the change of status.

✔ Success: enrolled
 ✘ Error: unable to add class

Class	Message	Status
ENGLISH 312	Success: This class has been added to your schedule.	✔