

Waitlisting

We are excited to share that Pacific is using waitlist functionality in our registration system for some classes. When participating classes are full (i.e. all seats in the class are taken), students will have the option to add themselves to a waitlist for such class. As a spot in the class opens up, typically due a student dropping the class, the first student on the waitlist will have the opportunity to add the class. A handful of classes will prioritize class standing and major, and any questions should be directed to the instructor or unit.

The following information can be used to view waitlist information, add yourself to the waitlist through [insidePacific](#), view your position on the waitlist, and add yourself to the class (if a spot in the class opens up for you).

Schedule of Classes – viewing waitlist information

Start by logging into [insidePacific](#), and navigating to the Registration area (more [here](#)).

You can see which courses have waitlists in the Schedule of Classes. Classes with waitlists will show waitlist information in the schedule of classes (columns displaying waitlist information are highlighted in the red square below).

WL Cap displays the total number of waitlist spots for the class, WL Act displays the number of the students on the waitlist for the section, and WL Rem displays the number of open spots on the waitlist.

Sections Found

PACS - Pacific Seminar

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem
C	31075	PACS	003	01	1	3.000	What is an Ethical Life?	MW	09:30 am-10:50 am	25	25	0	10	0	10

Registration

(For more information about registration, please view our [website](#).)

1. To add yourself to the waitlist for a class, try to register for the class. If the class is closed and has a waitlist, you will receive the “Closed Section” error message displayed below.

✖ Registration Add Errors

Stockton Students: For error message information - [Click here](#)

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
CLOSED SECTION. Select "Web Wait List" under the Action column if you would like to add yourself to the waitlist. You will receive an email notification if a spot opens up.	None	31075	PACS	003	01	Undergraduate	3.000	Letter Grades	What is an Ethical Life?

2. If you would like to waitlist for the course select the “Web Wait List” option from the drop-down menu. Then click Submit Changes.

✖ Registration Add Errors

Stockton Students: For error message information - [Click here](#)

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
CLOSED SECTION. Select "Web Wait List" under the Action column if you would like to add yourself to the waitlist. You will receive an email notification if a spot opens up.	Web Wait List	31075	PACS	003	01	Undergraduate	3.000	Letter Grades	What is an Ethical Life?

Add Classes Worksheet

CRNs

3. Your current schedule will display after you hit submit. You will know if you are on the waitlist if you see Web Wait List status on your current schedule.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Web Reg/Add on Oct 13, 2017	None	30095	BUSI	181	01	Undergraduate	4.000	Letter Grades	Strategic Management & Policy
Web Reg/Add on Oct 13, 2017	None	30314	BUSI	169	01	Undergraduate	4.000	Letter Grades	International Management
Web Reg/Add on Oct 13, 2017	None	31553	BUSI	138	01	Undergraduate	4.000	Letter Grades	Networking/Telecom. Mgmt.
Web Wait List on Oct 13, 2017	None	31075	PACS	003	01	Undergraduate	0.000	Letter Grades	What is an Ethical Life?

Reviewing your position on the waitlist

You can view your position on the waitlist by clicking Return to Menu at the top of the page then clicking on the Student Detail Schedule and viewing the course you are waitlisted for.

What is an Ethical Life? - PACS 003 - 01

Associated Term:	Spring 2018
CRN:	31075
Status:	Web Wait List on Oct 13, 2017
Waitlist Position:	1
Notification Expires:	
Assigned Instructor:	Margaret M. Landy 
Grade Mode:	Letter Grades
Credits:	0.000
Level:	Undergraduate
Campus:	Stockton

Scheduled Meeting Times

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	9:30 am - 10:50 am	MW	Wendell Phillips Center	131 Jan 16, 2018 - May 09, 2018	Seminar	Margaret M Landy (P.) 

Registering for Course after Notification

If a spot opens up in the class you will receive an email notification from the Office of the Registrar (please add waitlist@pacific.edu to your spam filter make sure you get the email).

Once you receive the email go into the add/drop area in [insidePacific](#) and register for the course by selecting Web Reg/Add under the action column and clicking submit.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Web Reg/Add on Oct 13, 2017	None	30095	BUSI	181	01	Undergraduate	4.000	Letter Grades	Strategic Management & Policy
Web Reg/Add on Oct 13, 2017	None	30314	BUSI	169	01	Undergraduate	4.000	Letter Grades	International Management
Web Reg/Add on Oct 13, 2017	None	31553	BUSI	138	01	Undergraduate	4.000	Letter Grades	Networking/Telecom. Mgmt.
Web Wait List on Oct 13, 2017	**Web Reg/Add**	31075	PACS	003	01	Undergraduate	0.000	Letter Grades	What is an Ethical Life?