

How do I See My Waitlist Status?

e-Services (WebAdvisor 3.1)

Colleague R18

11/06/2015

Step 1: Log into e-Services at <http://www.jccmi.edu/eServices>.

Step 2: Select the **Students Tab** from the Main Menu.



Step 3: Select **Manage My Waitlists** under the Registration Section.



Step 4: On the Manage My Waitlist page you can see several pieces of information applicable to your waitlist.

Manage My Waitlist

Waitlisted Sections										
Action	Waitlist Status	Expire Date	Term	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs	Waitlist
<input type="checkbox"/>	Active		2016 Winter (Jan. - May)	ENG-131-01 (066339) Writing Experience I	Jackson Central Campus	01/19/2016-05/05/2016 Lecture Tuesday, Thursday 11:00AM - 12:23PM, William N. Anderson Hall, Room 116	Staff	3.00		2

Annotations: Red arrows point from labels A, B, and C to the Waitlist Status, Expire Date, and Waitlist columns respectively. Below each label is a corresponding box: 'A Waitlist Status' points to a box containing 'Active'; 'B Expire Date' points to an empty box; 'C Waitlist' points to a box containing '2'.

A	<p>The Waitlist Status column displays the student's current status on the waitlist for the class is shown.</p> <p>Active Active status indicates that the student is still waiting to get into the section.</p> <p>Enrolled Enrolled status is assigned by the system when the student is registered for the wait listed section.</p> <p>Dropped This status indicates that a student registered for the section off of the waitlist, but after being enrolled drops from the class.</p> <p>Permission to Enroll This status means that the student has been given until the Expiration Date to enroll in the section.</p>
B	<p>The Expire Date column is only used when a student has been given "Permission to Register". Once a student has been given "Permission to Register" status they have until 11:59PM on the Expire Date to register for the Section.</p>
C	<p>The Waitlist column displays the student's current position on the Waitlist. In the example above, the student the second person on the waitlist.</p>