Waitlist Course
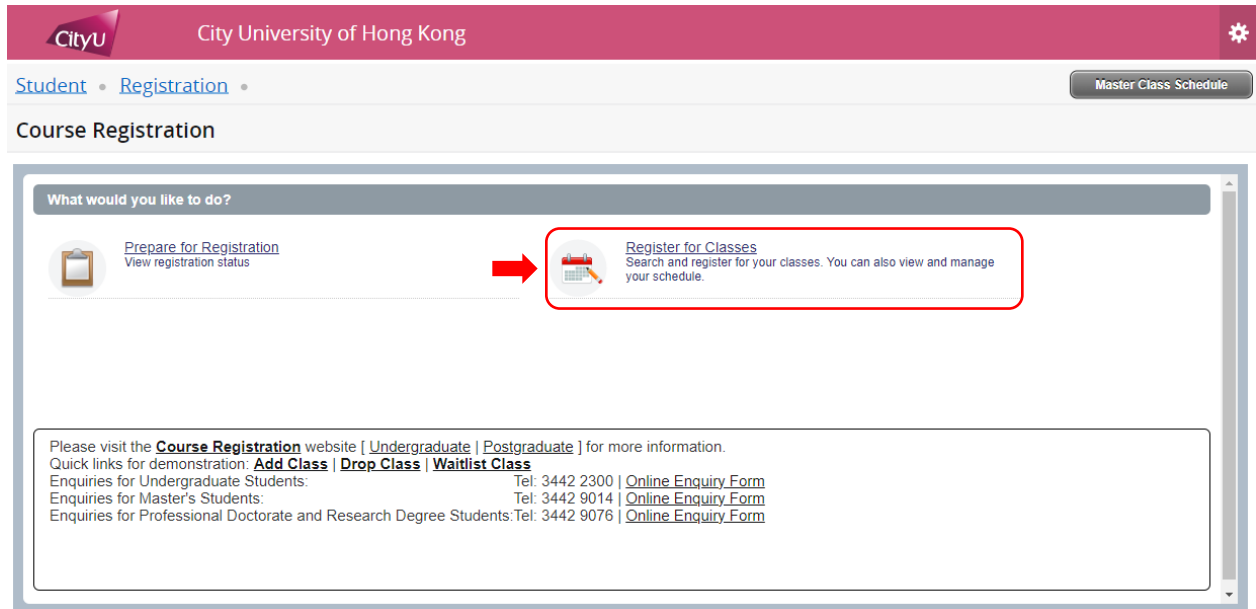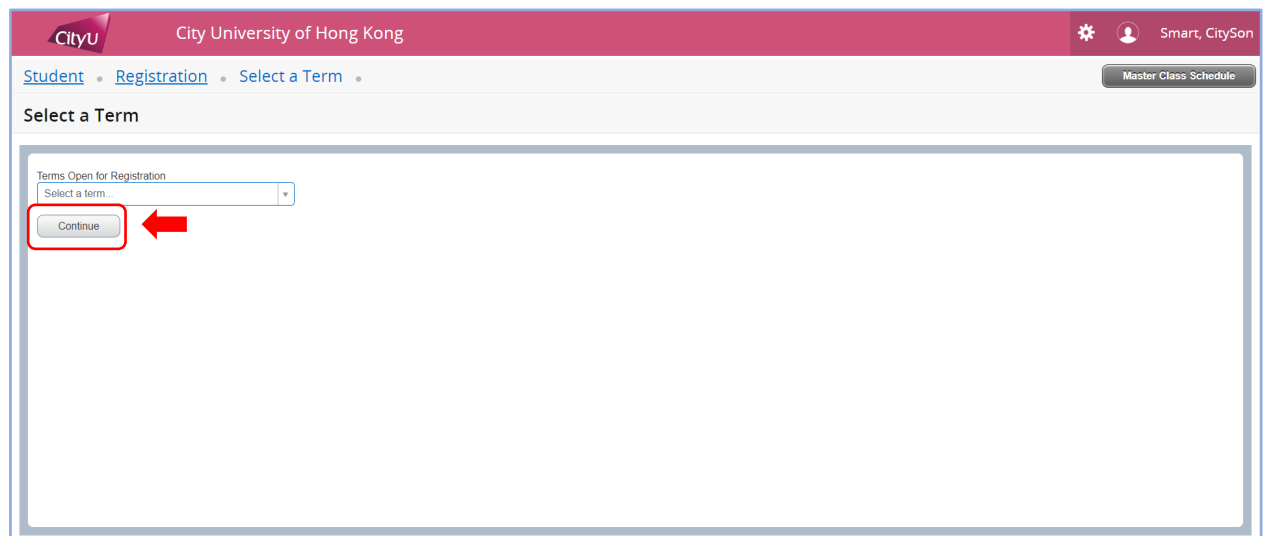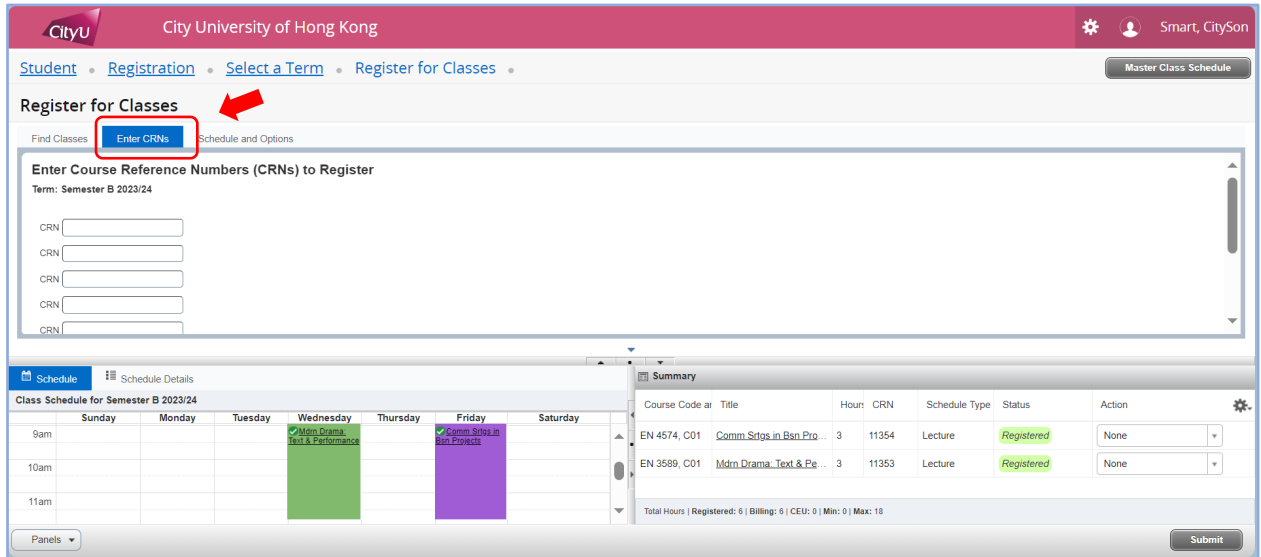
1. Login AIMS [Course Registration > Web Add/Drop].
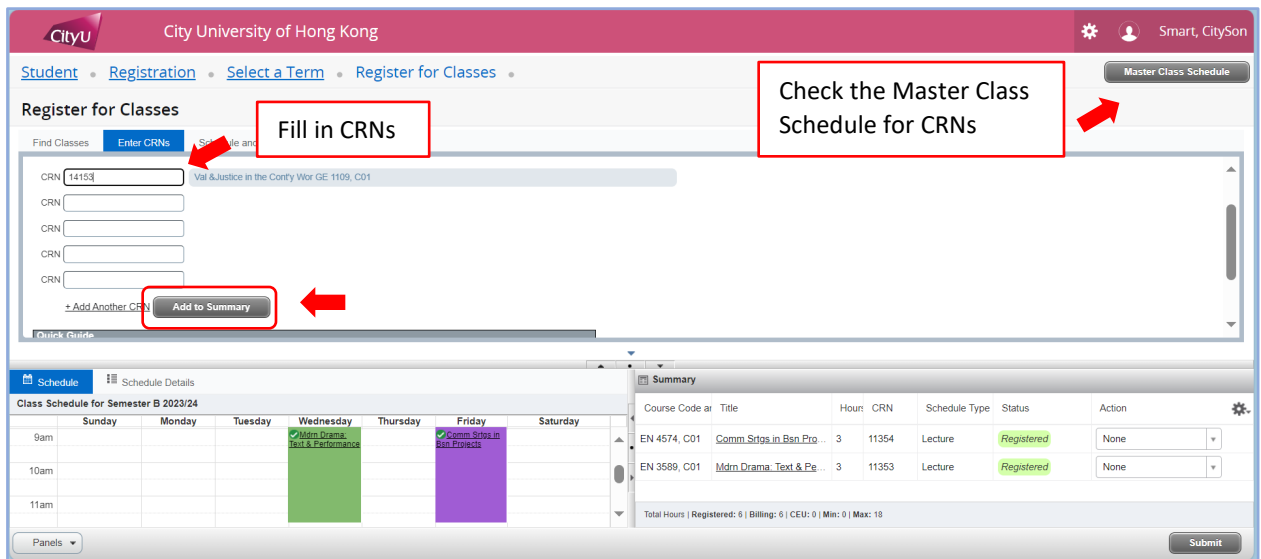
2. Select "Register for Classes".

3. Pick the appropriate term, and click "Continue'.

4. Go to "Enter CRNs" tab.

5. Fill in the CRNs (obtainable from the Master Class Schedule) in the provided spaces. Ensure you have included all required course sections for courses with multiple components, e.g., lectures (C) + tutorials (T). Click "Add to Summary".

6. If the class is full, an error message will appear. Select "Waitlist" from the "Action" drop-down menu in the "Summary" panel. To waitlist a course with multiple components, choose "Waitlist" for all its course sections.
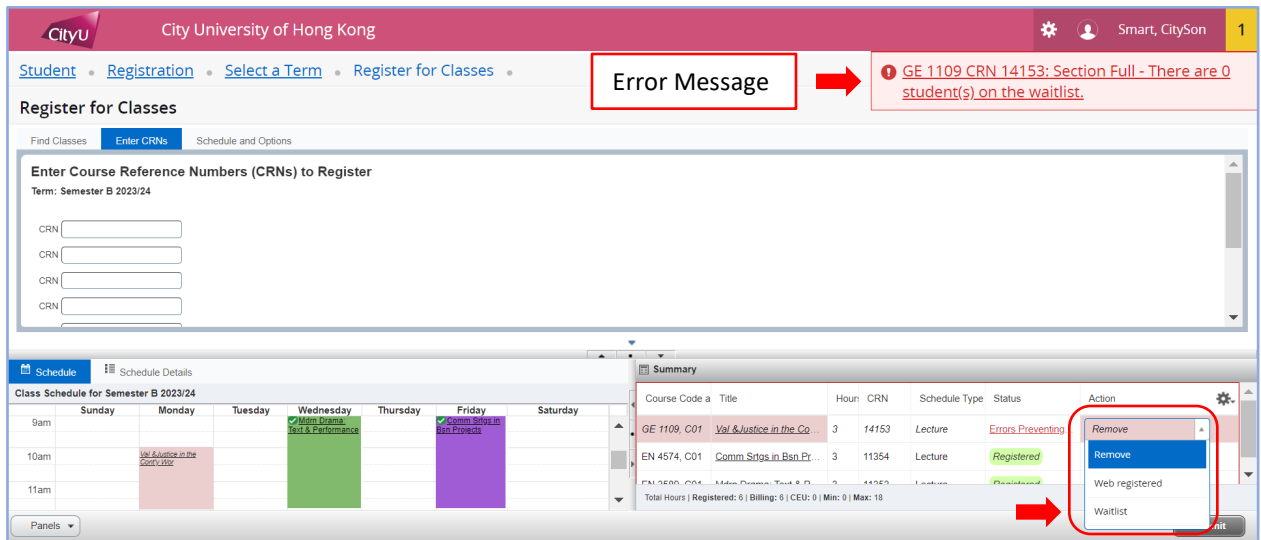
7. Press "Submit" at the bottom right corner to complete the request. Make sure the status changed to "Waitlisted" and "Save Successful" before leaving the page.
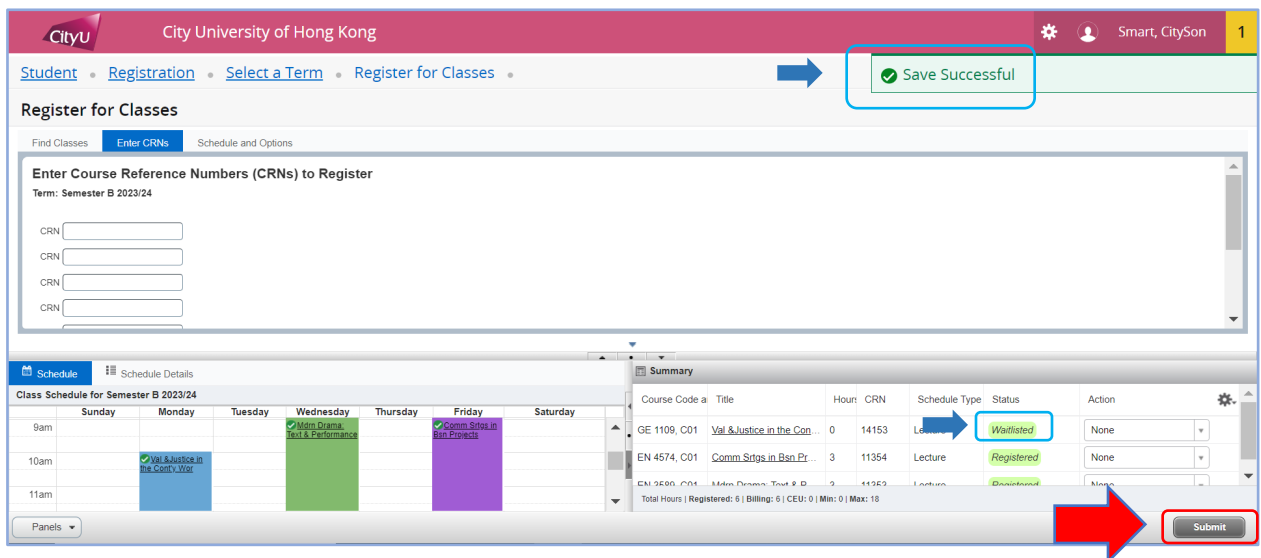
8. Check your waistlist position under the "Schedule Details" tab.