



MT. SAN ANTONIO COLLEGE

I WAITLISTED A COURSE WHAT NEXT?

1

CHECK YOUR WAITLIST POSITION

- Log-in to inside.mtsac.edu, click on the "student" tab, scroll to student self-service, and click on # 13-waitlist position.

2

CHECK YOUR EMAIL

- When an opening is available for you to add the class, you will be notified via your Mt. SAC email account.
- You will have 72 hours from the time that the email is sent to enroll in the course. Follow the instructions to add the class.
- If you do not receive this email by the first day of school because you are still on the waitlist, follow step 3.

3

EMAIL THE PROFESSOR ON THE FIRST DAY OF THE TERM

- Log-in to inside.mtsac.edu, and return to the #13 waitlist position to locate the professor's email.
- Send the professor an email requesting to add the course, your waitlist position #, and your student ID#.
- The Professor will provide an add authorization code if they agree to add you to the course.

Adding a course: In the student tab, click on #4, Register (Add or Drop) Classes). You will need the CRN# and ADD CODE# to add the course.



COUNSELING SERVICES

QUESTIONS? NEED ASSISTANCE?

COUNSELING DEPARTMENT