

Important Waitlist Dates for December 2015 – January 2016 (Spring 2016 - 201620)

November 4 – December 30, 2015	Ongoing Registration/Waitlisting <ul style="list-style-type: none"> Students can add to waitlists. Waitlist notifications sent as seats become available, with normal 24 hour notification timeframe. Notifications will be OFF for network maintenance from midnight to noon on 12/19.
December 23, 2015 – January 3, 2016 Winter Holidays	Winter Holiday <ul style="list-style-type: none"> 12/23: Skeleton Crew 12/24-25: University Closed 12/28-31: Skeleton Crew 1/1: University Closed
December 30, 2015 (Wednesday) Skeleton Crew	Last Day to be Notified During Regular Registration. <ul style="list-style-type: none"> WL Notifications turn off by 10 PM. No new notifications will be sent until 1/4.
December 31, 2015 (Thursday) Skeleton Crew	Last day of Regular Registration/ Pending Notifications ONLY <ul style="list-style-type: none"> Web Registration & Desktop registration remain ON until 10 PM. Students can still add themselves to waitlists. Students with pending notifications can still take action, but no new notifications are sent. Any seats dropped from WLed classes are unavailable until late registration.
January 1 – 3, 2016	Registration & Waitlisting OFF <ul style="list-style-type: none"> Positions on waitlist are held while registration is off.
January 4, 2016 (Monday)	Late Registration Opens for ALL Students <ul style="list-style-type: none"> First batch of notifications emailed out around 5 AM. These students have 12 hours starting at 7 AM when registration opens.
January 4 – 15, 2016	Ongoing Registration/Waitlisting <ul style="list-style-type: none"> Students can still add to waitlists until 1/14. Waitlist notifications sent as seats become available, with 12 hour notification timeframe.
January 11, 2016 (Monday)	First Day of Class
January 11 – 15, 2016	ADD Forms Can Be Processed ONLY if No Waitlist Exists or the Waitlist is Not Active <ul style="list-style-type: none"> Do not override a waitlisted student to register a student with an ADD form. ADD forms do not override the waitlist.
January 14, 2016 (Thursday)	Last day to get on WL <ul style="list-style-type: none"> Can still get on waitlist until midnight.
January 15, 2016 (Friday)	Last day to add a class through ASAP/Waitlisting ENDS <ul style="list-style-type: none"> Students can no longer add to a waitlist. No new notifications will be sent after 11:55 AM. Pending notifications have until their stated deadline time.
January 16, 2016 (Saturday)	Payment Deadline & Purge the Waitlist <ul style="list-style-type: none"> All remaining waitlisting purged around 2 AM. Email sent to students who were purged in the morning. ADD forms processed as normal.

Questions about Waitlisting?

Office of the Registrar

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www.utsa.edu/registrar/waitlist/

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