

Book Sonoma County Junior College District Board Policy Manual

Section Section 3: Academic Program

Title Class Wait Lists

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CLASS WAIT LISTS

ADOPTED: JUNE 9, 2009

REVISED: MAY 8, 2012

It shall be the policy of the Sonoma County Junior College District to develop and implement regulations procedures governing class wait lists. ~~Departments, in consultation with the supervising administrator, will determine the appropriate size of their department wait lists and communicate that information to the Vice President of Academic Affairs and the Scheduling Office.~~

~~Class wait lists are intended to facilitate the priority registration process by allowing students the ability to be added to the wait list once a class has closed if/when additional spaces open due to other student drops. No students on the wait list shall be dropped until the class size maximum is reached. Students who have registered on a wait list have priority over students who have been given an add code by the instructor.~~

~~All faculty within a department are required to adhere to the wait list regulations policy and procedure. Any individual class exceptions must have prior approval from the Vice President of Academic Affairs.~~

*Red denotes changes requested by College Council*