







How to Add Yourself to a Waitlist

- Go to mysail.oakland.edu. Alternatively, go to oakland.edu and click the MySail link.
- Login using your **Oakland University email** and **password**.
- Click **Register for Classes** in the registration module.
- Select a Term

REGISTRATION

What would you like to do?

 Prepare for Registration View registration status, update student term data, and complete pre-registration requirements.	 Register for Classes Search and register for your classes. You can also view and manage your schedule.
 Plan Ahead Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.	 Browse Classes Looking for classes? In this section you can browse classes you find interesting.
 View Registration Information View your past schedules and your ungraded classes.	 Browse Course Catalog Look up basic course information like subject, course and description.

SELECT A TERM

Terms Open for Registration

Fall Semester 2017

Continue

- If you know the Course Reference Numbers (CRNs) to the classes you want to add click Enter CRN's. If not, continue to next step.
 - If you need to enter multiple CRNs, click **Add Another CRN** for the number of CRNS you want to enter.
 - Once finished entering CRNs, click **Add to Summary**

REGISTER FOR CLASSES

Find Classes **Enter CRNs** Schedule and Options

Enter Course Reference Numbers (CRNs) to Register
Term: Winter Semester 2017

CRN


[+ Add Another CRN](#)

- If you are searching for a course enter the subject in the subject line.
- Click Search

REGISTER FOR CLASSES

Find Classes Enter CRNs Schedule and Options

Enter Your Search Criteria ⓘ
Term: Fall Semester 2017

 Subject

Course Number

Keyword

[Clear](#) [▶ Advanced Search](#)

- If you want to search for additional criteria beyond Subject and Course Number, you may use the Advanced Search.

REGISTER FOR CLASSES

Find Classes | Enter CRNs | Schedule and Options

Enter Your Search Criteria

Term: Fall Semester 2017

Subject

Course Number

Keyword

Search Clear **Advanced Search**



- Once you have found the class you would like to waitlist for, click **Add** next to the class you would like to register for. You will notice the class will have a red exclamation mark for full and a gold exclamation mark for waitlist.

REGISTRY FOR CLASSES

Search Results — 150 Classes
Term: Winter Semester 2017 Subject: WRT Writing and Rhetoric

Title	Subject Description	Course Num	Section	Hours	CRN	Term	Instructor	Meeting Times	Campus	Status	Action
Basic Writing Course Partially Online	WRT Writing ...	102	010	4	12303	Winte...	Roral, Cathz (Primary)	S M T W T F S 01:00 PM - 02:47 PM Building: Wilso...	Main ...	15 of 16 seats re...	Add
Supervised Study Course Partially Online	WRT Writing ...	104	001	1	12304	Winte...	Baudnot, Leba (Primary)	S M T W T F S - Building: None Room: None Start	Main ...	FULL: 0 of 0 seats remain.	Add
Composition I Course Partially Online	WRT Writing ...	150	030	4	11114	Winte...	Lawson, Kathleen (Prima...	S M T W T F S 09:20 AM - 10:27 AM Building: South	Main ...	FULL: 0 of 0 seats remain. 999 of 999 w...	Add
Composition I Course Partially Online	WRT Writing ...	150	031	4	11893	Winte...	Dickens, LaWanda (Prim...	S M T W T F S 09:20 AM - 10:27 AM Building: South	Main ...	21 of 22 seats re...	Add

- The default selection is Web Register, you must change from Web Register to **Waitlist** in the Action column. If you do not, you will receive a closed class error message.

Summary

Title	Details	Hours	CRN	Schedule Type	Status	Action
<i>Composition I</i>	WRT 150, 030	4	11114	Course ...	Pending	Web Register
Intro American Politics	PS 100, 001	4	11672	Course ...	Registered	Web Register Remove Waitlist

Total Hours | Registered: 4 | Billing: 4 | CEU: 0 | Min: 0 | Max: 18

Conditional Add and Drop **Submit**



- Click **Submit** in Summary. Your Status will be Waitlisted.

Summary						
Title	Details	Hours	CRN	Schedule Type	Status	Action
Composition I	WRT 150,030	0	11114	Course ...	Waitlisted	None

- The class is added to your Schedule and you Schedule Details. In Schedule Details, your classes will be designated Waitlisted or Registered.