How to Swap a Wait Listed Course

1) Navigate to Swap.
   - Sign into MyUCSC.
   - Click Main Menu.
   - Click the My Student Center folder.
   - Click the My Student Center page.
   - Click Enroll.
   - Click Swap.

   If more than one quarter is available, select the quarter in which you are enrolling and click Continue.

2) Select the class you want to Drop. Search or enter the class number of the class you want to Add.

3) Select a section and click Next. You may not use wait list if all sections are full.
4) If the course is full and waitlist eligible, check the **Wait list if class full** checkbox. Click **Next**.

5) After you confirm your selection, click **Finish Swapping**.
6) Review the enrollment messages.

7) Check your schedule.

Be sure your class is in a “Waiting” status and there are not any time conflicts with other enrollments.

You will remain enrolled in your enrolled class until a seat opens up in the waiting class. The auto-enrollment process will swap you automatically. In many cases, the department or faculty may issue a permission numbers to enroll from the wait list.

Wait-list position number may not be the order in which students are eligible to enroll. Priority to enroll may be determined by the department or faculty.

For more information on wait lists, please visit FAQs for Students: Wait List.