ART DEPARTMENT
WAITLIST POLICY

To add a closed or full course:

1) Sign up during your second or third pass time via GOLD, if the course's waitlist is available. (Do not email the professor unless the course is designated "enrollment by persimmon only.")

2) Go to the first class meeting, and first section meeting if applicable.

3) Priority of enrollment is at the discretion of the faculty member. Criteria to be considered are: major/s, seniority, date of contact, other factors deemed relevant by the professor.

4) If you are unable to attend the first class meeting due to religious observance, illness, or other unavoidable conflict, do contact the professor via email before the first class meeting, or, if that is impossible, directly afterwards.

5) Absence from the first class meeting is grounds for being dropped from the course. Nonetheless, if you wish to drop a class, IT IS YOUR RESPONSIBILITY TO WITHDRAW FROM THE COURSE.