

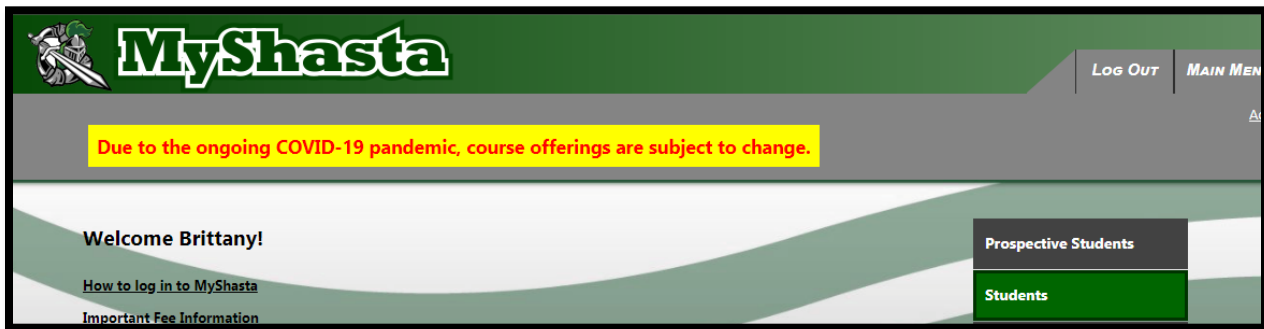
Registering from a waitlist into a class

If a student is on a waitlist, the instructor can choose to allow him/her to register from the waitlist. The instructor will provide the student with a 5 digit code.

The student can obtain the 5 digit waitlist code by e-mailing the instructor, or by attending the first course meeting (This code is valid until Census date for the course.)

- The student can use the 5 digit code to enroll by:
 - a. Complete a [registration slip](#) with the code listed and submit it to the [admissions & Records Office](#).
 - or-
 - b. Use [MyShasta](#) to manage your waitlist(s) and enroll online.

Login to [MyShasta](#), then click "students"



Select "manage my waitlist"



Choose "Register" from the drop down menu, enter the 5 digit code and press submit

