

Managing your Waitlist on Bucks Self Service

Courses that no longer have seats available will allow you to add yourself to a waitlist. Your waitlist position will be shown on the Plan & Schedule section of Bucks Self Service. When a seat becomes available, the next person on the waitlist has a 24 hour period in which to register. If they fail to register within that 24 hour window, the seat will be offered to the next student inline. It is important that you check your waitlist at least once a day to ensure a higher success rate of registering.

1. When searching for a section on the Bucks Self Service page, the course waitlist and currently waitlisted seats are displayed. For instance, Elementary Statistics E11 is waitlisted with 4 students on the waitlist. Click **Add Section to Schedule** to continue with the waitlist process.

[Elementary Statistics E11](#)
Runs from 5/22/2017 - 6/29/2017

Add Section to Schedule

Waitlisted	Times	Locations	Instructors
4	TBD 5/22/2017 - 6/29/2017	Online Learning/Elearning, Info: www.bucks.edu/welcome N/A eLearn'g online instruction	Fratantaro S

2. After viewing the details for the course, click **Add Section** again.

Requisites

⚠ Math Placement score '7' or MATH-101 OR MATH-103 OR MATH-110 (C or better) - Must be completed prior to taking this course.

Course Description

This course is primarily for business, science, liberal arts, and education majors. Topics studied include descriptive measures for empirical data, theory of probability, probability distributions, sampling distributions of statistics from large and small samples, estimation theory, hypothesis testing, correlation, and regression.

Additional Information

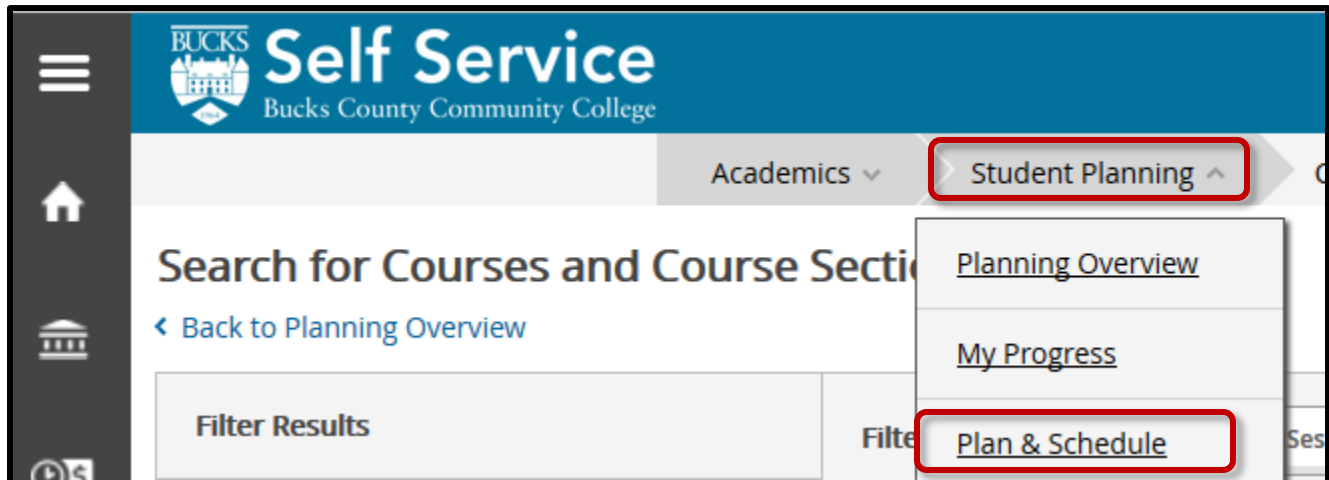
Uses Canvas and MyLab/Mastering; Proctored testing is required; Specific course details: bucks.edu/welcome

Books

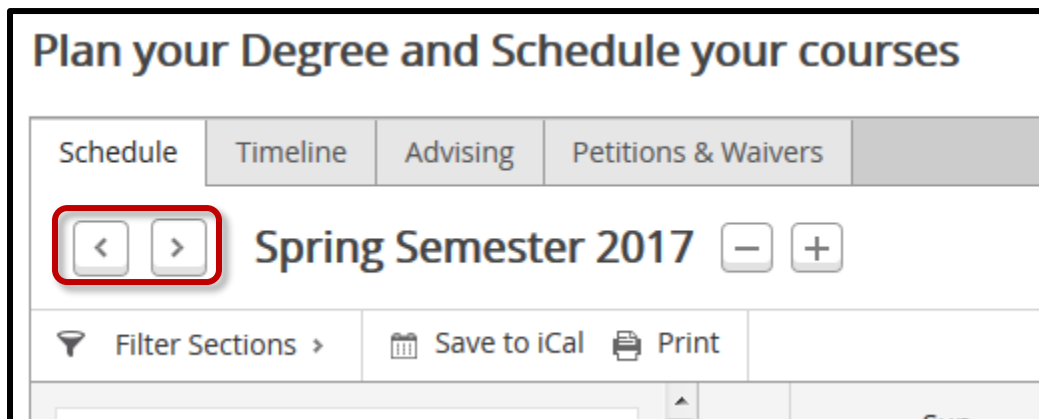
[Bookstore Information](#)

CloseAdd Section

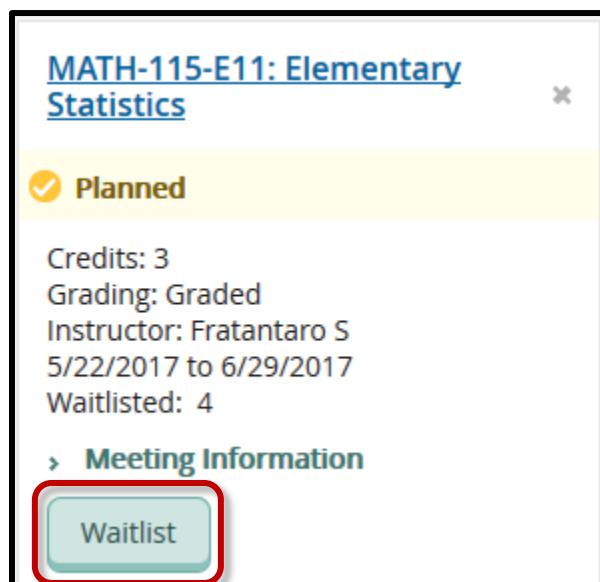
3. After the course has been added, under the **Student Planning** menu click **Plan & Schedule**.



4. Find the semester you added the course in. Click the arrows next to the semester to browse forward and backward.



5. The course you added will appear on the left panel in yellow as **Planned**. Click the **Waitlist** button to add the course to your waitlist.



6. The course will now display in yellow as **Waitlisted**. The Drop Waitlist button will allow you to remove your spot on the waitlist if you decide to register for another section. Once your seat has been offered on the waitlist, the button will change to **Register**. You will have 24 hours to register for the course before the seat is offered to another student.

Currently added to waitlist. 4 other students on the waitlist.

MATH-115-E11: Elementary Statistics

✔ **Waitlisted**

Credits: 3
Grading: Graded
Instructor: Fratantaro S
5/22/2017 to 6/29/2017
Waitlisted: 5

> **Meeting Information**

Drop Waitlist

Currently on waitlist. Seat has been offered. Register button appears.

MATH-115-E11: Elementary Statistics

✔ **Waitlisted**

Credits: 3
Grading: Graded
Instructor: Fratantaro S
5/22/2017 to 6/29/2017
Waitlisted: 1

> **Meeting Information**

Register

- Below is a sample email that will be sent to your Bucks email account. When you receive this email, you can return to the Bucks Self Service site and visit Plan & Schedule to register (within 24 hours).

Dear A ,

You had added yourself to a waitlist for ACCT-103- () in 16/SP.
We are pleased to inform you that a seat has become available and is being held for you.

To claim your seat you must register for the section NO LATER THAN 01/26/16.

In order to register, please login to the MyBucks Portal site at:
<http://www.bucks.edu/e-resources/mybucks/>

Additional waitlist information:

- You may put yourself on waitlists for several sections of the same course. If you register later for any section of a course for which you are waitlisted, you are automatically removed from all of the waitlists you may have been on for that particular course.
- Check your student email account and Bucks Self Service on a daily basis to increase your chances.
- If you do not register for the course after your waitlist seat has been offered, you will need to re-add yourself to the course waitlist. You'll start at the back of the waitlist at this point.