E-Z Arts SSB9

Student Waitlisting for Liberal Arts Courses

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Step 1. **E-Z Arts Login**

Liberal Arts courses have the option to waitlist. Next to the blue triangle, you will see the spaces available in the waitlist and that the course is full.

Click Add to add yourself to the waitlist.
Step 2.

From the action drop-down click the option for waitlisted.
Step 3.

The course is currently pending, click submit to be added to the waitlist.
Step 4.

The course will now show on your summary as waitlisted, when a spot opens you will receive an email to add the course.
Step 5.

**Important note:** You have 24hrs from receipt of the email notification to add your course.

You will be notified via email once a spot opens on the waitlist. You have 24hrs from the receipt of the email to add the course.
Step 6.

Log in to registration, click on the drop-down, select Web Registered.
Step 7.

The course is waitlisted, click Submit to register.
For assistance contact the Registrar’s Office at 336-770-3295, (M-F 8:30am – 5pm) or registrar@uncsa.edu.