

## WAIT-LIST FOR JRCOE COURSES

If you would like to be placed on a waitlist for a College of Education class, follow these steps:

1. Click on the [College of Education Wait-list Form](#)
2. Fill out the form completely and submit.
3. Expect to receive a confirmation that you have been placed on the waitlist within two business days.
4. If you are granted permission to enroll in the class, you will be notified via your OU email account.

Please keep the following in mind as you enroll:

- If you receive an enrollment error or 'override needed' message, please copy and paste the message into an email to your CoEd advisor (Deveda Mason, [dmason@ou.edu](mailto:dmason@ou.edu)). Remember to include your student ID number.
- As courses begin to fill up, the College of Education will keep a waiting list in the Advising Office so departments know if additional seats or a new section will be needed to accommodate all students who must have the course. For this reason, it is important that you contact us to get on the waitlist even if you have a hold that will not permit you to enroll.
- When enrolling or wait-listing, be sure not to select any 980 sections; these are Tulsa campus courses only.

Please contact Deveda Mason in the College of Education advising office (405.325.2238, [dmason@ou.edu](mailto:dmason@ou.edu)) if you have any questions. Contacting the instructor or your advisor directly will not aid in your endeavor. While it is important to get your name on a waiting list as soon as possible, be aware that available seats are prioritized by closeness to program completion, not according to classification or placement on the waiting list.