

**Center for Japanese Studies**  
**Waitlist Policy for CJS Courses**

1. Center for Japanese Studies courses (subject CJS) will utilize the online waiting list.
2. When a space opens up in a class, students will be taken off the waitlist in order except when a student lower on the list falls in a priority category named below.
3. Students in the following categories will be given priority, in the order listed:
  - a. Center for Japanese Studies MA students, including joint/dual degree students
  - b. Other graduate students with Japan-focused course of study
  - c. Senior Asian Studies undergraduate concentrators
  - d. Underclass Asian Studies undergraduate concentrators
  - e. Asian Studies and Asian Languages minors
  - f. Other LSA seniors
  - g. Other LSA juniors
4. Center for Japanese Studies Student Services Coordinator will monitor the waitlist once established and issue class permissions.
5. Class permissions will be valid for three days during the fall and winter terms and five days during the spring-summer term, spring half term, and summer half term.
6. Any changes to the waitlist policy shall be recommended by the Center for Japanese Studies Student Services Coordinator and approved by the Center for Japanese Studies Executive Committee.
7. This policy will go in effect beginning in the Fall 2009 term.

Approved by the CJS Executive Committee, 02/09/09