

## COMMUNICATION STUDIES REGISTRATION INFORMATION

**DO NOT e-mail the professor to request permission for Communication Studies classes!**

**We follow our departmental waitlist priorities found on the Department web page at:**

<http://www.lsa.umich.edu/comm/undergraduate/generalinformation/majorpolicies>.

**Students on the waitlist are expected to attend the first two lectures and the first discussion section for the class, just as any enrolled student. Students who do not do attend will lose their spot in the class or on the waitlist!**

**Comm 101 & 102 are restricted to students with freshman and sophomore standing.** If you have over 54 credits, including the current semester, you will not be able to register for these. Juniors and seniors wishing to take Comm 101 and 102 may attend the first two lectures and first discussion section of the course and ask the instructor to add them to the waitlist. Instructors will issue permissions from the waitlist after classes begin, according to **department waitlist priorities**.

There may be some exceptions to this policy, but you will need to e-mail [commadvisor@umich.edu](mailto:commadvisor@umich.edu) **2 (TWO) days prior to your registration date** to find out if you qualify for an exception. Provide the following:

**Name:**

**UMID#:**

**Registration Date:**

**Registration Term:**

**Course:**

**Top 3 section choices:**

Exception eligibility - AP credit has pushed you over the 54 credits for junior standing, OR you have junior standing but have already completed Comm 101 or 102 to start the Comm prerequisites, OR you are a transfer student with junior standing OR you are an MDDP student with more than sophomore standing. Once eligibility has been established a permission (if you qualify) will be issued for you to register. It is still your responsibility to register for the course in Wolverine Access.

### **200-level Core & 350-399-level ULWR courses**

If a class or section that you'd like to take is full, you should register or waitlist in a section that you can attend. Students must have completed any prerequisite course(s) before registration in a 200 or 300-level course. Instructors will issue permissions from the waitlist after classes begin, according to the **department waitlist priorities**.

Instructors will not issue permissions before classes begin or "hold" spots for students on the waitlist. **Students who are registered in one section will not be given any type of priority to switch sections after the term begins.** It is ultimately better to waitlist or register yourself in a section that you are actually able to attend, without the assumption that you will be allowed to switch sections when classes begin. Also, students may not be registered in one section and "unofficially" attend another section. That is absolutely not allowed. Due to GSI contract, over-enrolling sections is also not allowed.

### **300 level elective courses**

Many 300-level electives do not require that a student be a declared major prior to registration. If there isn't a note in Wolverine Access indicating that the section(s) are for declared majors only, any student who has met the prerequisite may register for these 300-level elective classes.

### **400-449 level elective courses**

400-level elective courses will be **reserved for students who have officially declared this major.** After the early registration period is finished, any available seats in the 400-level elective classes will be opened to undeclared students who have fulfilled the enforced prerequisite. If a course is full you may waitlist for a seat in the class however priority from the waitlist will follow the **department waitlist priorities**.

### **450-499 Capstone seminars**

The 450-499 Capstone seminars are reserved for **declared Communication Studies seniors only!** Only students who have declared the Communication Studies major and have senior standing will be allowed to register for these courses. If a course is full, you may waitlist and plan to attend the first two seminar meetings when the term begins. If there is room in the class you may be offered a permission to register for the class according to the **waitlist priorities**. If the class is full **AND** the waitlist is full you should definitely plan to choose a different capstone seminar to fulfill this requirement. Capstones will NOT be over-enrolled. **You may only take ONE capstone course!**