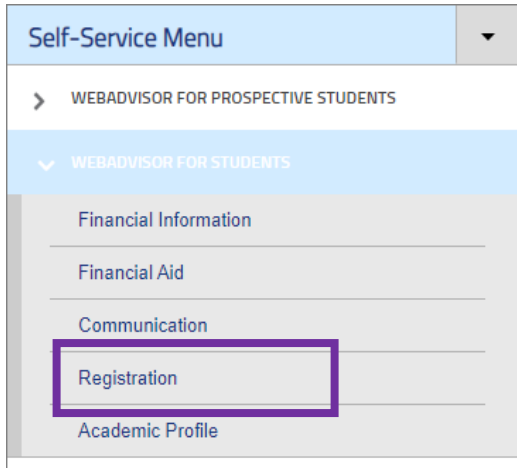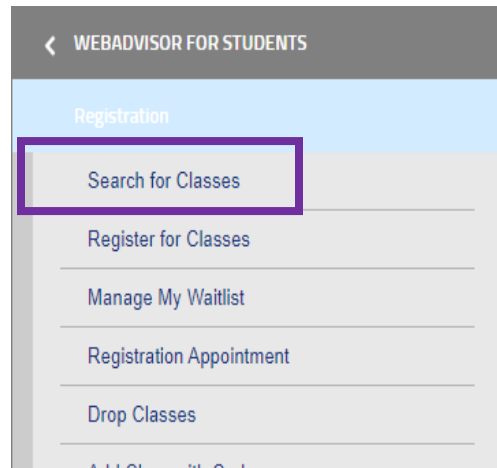# STUDENTS NOT ON THE WAITLIST BUT RECEIVED AUTHORIZATION

Select Registration   Select

Enter the Term and the class information (remember to add the course section, authorization is specific to the section number. Then hit search

Next you will see the add button for the class you wish to add.

Click on **ADD** this will add it to your schedule. You will need to still register for the class.

You are not quite done

On the left hand navigation bar under **Academics** select **Register for Classes** you will notice the class has that you have been authorized is there. You will select **Register Now**

If you have one or more classes on your schedule that you haven't registered for you will have to select the class you have authorization to add then hit **Register**

You have successful registered for the class.

REASONS YOU WILL NOT BE ABLE TO ADD EVEN WITH AN AUTHORIZATION TO DO SO:

- You have a hold on your account blocking registration
- There is a time conflict
- You have reached the limit of allowable units for the term/semester (you will need to do an overload petition) https://elcamino.formstack.com/workflows/unit_overload_pet
- You do not meet the prerequisite for the class
- The deadline to use the Authorization has passed.

If however it is not one of the above reasons you can submit an ADD/DROP Online form (https://elcamino.formstack.com/workflows/add_drop_form_wf)prior to the add deadline for the class to see if Admissions & Records (A&R) can assist. A&R will not be able to add you if you do have one or more of the above reasons. An email will be sent back to you once your request has been reviewed informing you of your status.