Help! How do I get into a closed class?

If an undergraduate class is closed on MySeattleU, here’s what you can do next to try to get into the class or be added to its waitlist. Questions? Use the chat feature on the Arts & Sciences Advising Center website seattleu.edu/artsci/advising, email ASCAdvising@seattleu.edu, or call 206-296-2480.

NOTE: Being on the waitlist does NOT guarantee that you will get into the class. Be sure to REGISTER FOR A BACKUP CLASS in case you cannot get into the closed class.

What type of class is it? (Search by Subject)  
Recommended Action Steps

Core or UCOR  
Chat with an A&S advisor at seattleu.edu/artsci/advising/

Anthropology (ANTH)  
Email the instructor of the course section and copy Charles Lawrence Dept Chair at lawrence@ and Naomi Rosenberg Admin Assist rosen24@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Any Language Course: Arabic (ARAB), Chinese (CHIN), French (FREN), Japanese (JPN), or Spanish (SPAN)  
Email the instructor of the course section and copy Sociology Advisor Dr. Xiao Yip at xioyip@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Any Art (ART), Art History (ARTH), Design (ARTD), or Photography (PHOT) Course  
If waitlist is an option, select ‘add to waitlist’ on MySeattleU instead of ‘register’ and then register for a backup. If waitlist is not an option, email the instructor of the course and copy Program Director Nova Robinson novarobinson@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Arts Leadership (ARTL)  
Email the instructor of the course section and copy Program Director Byron Au Yong at bauyong@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Asian Studies (AST)  
Email the instructor and copy Program Director Shangjing Wang at wangsh@ and Shemya Dang Program Coordinator shemya@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Communication and Media (CMME)  
Complete the CMME closed class request form linked here or contact Verna at mckinnov@ with questions.

Criminal Justice (CRJ)  
If waitlist is an option, select ‘add to waitlist’ on MySeattleU instead of ‘register’ and then register for a backup. If waitlist is not an option, email the Department Chair Matt Haskin bakiner@ and Program Coordinator Chynah Thomas chynah@ Include SU ID number and class level in the email (fr, soph, jr, sr)

English (ENGL)  
Email the instructor of the course section and copy Department Chair Sherry Dorn at dorner@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Environmental Studies (EVST)  
Email the instructor of the course section and copy Tanya Hayes Program Director beyen@ and Kimberly Gawlik Admin Assistant gwawlik@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Film (FILM)  
Email the instructor of the course section and copy Department Chair Kristen Thompson thorpekk@ and Shawn Bell Admin Assistant bellsh@ Include SU ID number and class level in the email (fr, soph, jr, sr)

History (HIST)  
Email the instructor of the course section and copy Hazel Hahn Dept Chair hahnh@ and Melissa Poquiz Admin Assistant poquizm@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Humanities (HUMT)  
Email the instructor of the course section and copy Department Chair Ben Howe at howebe@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Interdisciplinary Studies (IDS)  
Email the instructor of the course section and copy Program Director Sven Arvidson arvidson@ and Program Coordinator Chynah Thomas chynah@ Include SU ID number and class level in the email (fr, soph, jr, sr)

International Studies (INST)  
Email the instructor of the course section and copy Program Director Felipe Muniz munizf@ and Reine Magen Admin Assistant magenr@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Kinesiology (KINE)  
Email the instructor of the course section and copy Program Director Kewaikhiwaxa kewa@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Music (MUSC)  
Email the instructor of the course section and copy Department Chair Clarice Garoutte garouttc@ and Program Coordinator Aly Bedford abedford@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Philosophy (PHIL)  
Email the instructor of the course section and copy Department Chair Jason Wirth wirthj@ and Admin Assistant Kimberli Piawik piawik@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Political Science (POLSC)  
Email the instructor of the course section and copy Program Director Mr. Brian Bakker bakkerb@ and Admin Assistant Melissa Popovich popovich@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Psychology (PSYC)  
If waitlist is an option, select ‘add to waitlist’ on MySeattleU instead of ‘register’ and then register for a backup. If waitlist is not an option, email psychology@seattleu.edu Include SU ID number and class level in the email (fr, soph, jr, sr)

Public Affairs (PUBA)  
Email the instructor of the course section and copy Program Director Naomii Ward at wardni@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Social Work (SOCW)  
Email the instructor of the course section and copy Department Chair Amelia Der Derr derder@ and Anna McCann Admin Assistant maccann@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Sociology (SOCL)  
Email the instructor of the course section and copy Charles Lawrence Dept Chair at lawrence@ and Naomi Rosenberg Admin Assistant rosen24@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Theater (THTR)  
Email the instructor of the course section and copy Department Chair Claire Garoutte garouttc@ and Program Coordinator Aly Bedford abedford@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Theology & Religious Studies (THRS)  
Email the instructor of the course section and copy Department Chair Donna Tress dtnw@ and Admin Assistant Heidi Speck speck@ Include SU ID number and class level in the email (fr, soph, jr, sr)

University Honors (HONR)  
Email Program Director Ali Meyer meyera@ and Program Coordinator Thorne Claxton-Fells claxton@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Women, Gender and Sexuality Studies (WGS)  
Email the instructor of the course section and copy Program Director Nova Robinson novarobinson@ and Admin Assistant Heidi Speck speck@ Include SU ID number and class level in the email (fr, soph, jr, sr)

Any Business/Economics course: ACCT, BCOM, BLAW, BUAN, ECON, FINC, INBU, MGMT, MKTG, OPER  
Refer to the Albers UG Advising Website at https://www.seattleu.edu/business/undergraduate/advising/waitlist-and-registration/. Email albers_uug-advising@seattleu.edu with questions.

Any Nursing Course: NURS, DIUS, J RN & SR NURS majors, email Robelle Cemat at rcemat@ and Maya Mosteller mmosteller@. All others, email your NURS/OLG advisor.

Any Science & Engineering Course BIOL, CHEM, CPSC, ECEGR, Enger, MATH, MGGR, PHYS  
Refer to the CSE Advising Center’s website at seattleu.edu/science/advising/advising-and-support/registering-for-classes. Email sc-advising@ with questions.