

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 206-296-2840.

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 Asst rosenbe4@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Any Language Course: Arabic (ARAB), Chinese (CHIN), French (FREN), Japanese (JAPAN), or Spanish (SPAN)	Email the instructor of the course section and copy Sonia Barrios Tinoco Dept Chair barrioss@ and Noelle Hardman Admin Asst nhardman@ . 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 Trung Pham Dept Chair phamtr@ and Aly Bedford Program Coordinator abedford@ . 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 Byron Au Yong Program Director bauyong@ and Shemya Dang Program Coordinator sdang@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Asian Studies (AIST)	Email the instructor and copy Enyu Zhang Program Director zhang@ and Reine Mages Admin Coordinator at mages@ . 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 (CRJS)	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 Hickman hickmann@ and Program Coordinator Chynah Thomas cthomas3@ . 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 Kate Koppelman Dept Chair koppelk@ Shawn Bell Admin Asst at bellsh@ . 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 hayest@ and Kimberly Gawlik Admin Asst gawlikk@ . 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 Dept Chair Kirsten Thompson thompski@ and Shawn Bell Admin Asst 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 hahn@ and Melissa Poquiz Admin Asst at 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 (IDLS)	Email the instructor of the course section and copy Program Director Sven Arvidson arvidson@ and Program Coordinator Chynah Thomas cthomas3@ . 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 Murtinho murtinhf@ and Reine Mages Admin Asst at mages@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Kinesiology (KINE)	Email the KINE dept at kinesiology@ . 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 Dept Chair Claire 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 and copy Department Chair Jason Wirth wirthj@ and Admin Asst Kimberly Gawlik gawlikk@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Political Science (PLSC)	Email the instructor of the course and copy Dept Chair Onur Bakiner bakinero@ and Admin Asst Melissa Poquiz poquizm@ . 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 and copy Program Director Kevin Ward wardke@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Social Work (SOCW)	Email the instructor of the course and copy Dept Chair Amelia Derr derra@ and Anna McCain Admin Asst mccainanna@ . 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 Asst rosenbe4@ . 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 Dept 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 and copy Dept Chair Donna Teevan dteevan@ and Admin Asst Heidi Speck hspeck@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
University Honors (HONR)	Email Program Director Alli Meyer meyera@ and Program Coordinator Thorne Clayton-Falls claytont@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Women, Gender and Sexuality Studies (WGSS)	Email the instructor of the course and copy Program Director Nova Robinson novarobinson@ and Admin Asst Heidi Speck hspeck@ . Include SU ID number and class level in the email (fr, soph, jr, sr).
Any Albers 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_ug_advising@seattleu.edu with questions.
Any Nursing Course: NURS, DIUS	JR & SR NURS majors, email Robelle Camat rcamat@ and Maiya Mosteller mmosteller@ . All others, email your NURS/DIUS advisor.
Any Science & Engineering Course: BIOL, CEEGR, CHEM, CPSC, ECEGR, ENGR, MATH, MEGR, PHYS	Refer to the CSE Advising Center's website at seattleu.edu/scieng/advising/advising-and-support/registering-for-classes/ . Email se-advising@ with questions.