USE AND UNDERSTAND THE SCHEDULE OF CLASSES

The Schedule of Classes takes information directly from Quest and shows it in a condensed chart. It updates every 30 minutes between 8am – 8pm.

- See previous terms and make general predictions of what may be offered in a future term
  - E.g. exploring what ran in Fall 2018 may give you an idea (albeit not guaranteed!) of what could run in Fall 2019
- See general information on planned course offerings (for next upcoming term)
  - When = COURSE SELECTION PERIOD
    - It will only show format (online or on-campus), number of class sections, and general information at this time (e.g. weight, code, title)
- See detailed information on planned course offerings (for next upcoming term)
  - WHEN = ADD/DROP PERIODS
    - It will show instructor information, room location (or “TBA” if online), day + time (if on campus) and enrolment resulting from course selection period
  - **This is when students can check if there is still space in reserve (e.g. spaces held just for SDS students) or within a course overall**

START PAGE

- Access the Schedule of Classes by going to http://www.adm.uwaterloo.ca/infocour/CIR/SA/under.html
- Search using the desired term and course subject
  - This page gives you an example of how to determine “term”

Schedule of Classes for Undergraduate Students

Log in to Quest to see Course Selection Offerings.

What term are you looking for? (1189=Fall 2018, 1191=Winter 2019, 1195=Spring 2019, 1199=Fall 2019)

This information is updated every 30 minutes between the hours of 8:00am and 8:00pm.

Note: Fall 2019 information is preliminary/subject to change and should be used for planning purposes only.

What subject are you looking for? (One must be selected)

Type part or all of the course number you are looking for:

Search Clear Fields


Updated: March 2019
KEY INFORMATION

- The TOP BAR shows the course subject/discipline, code, weight and shortened title
- The SUBTITLES will indicate what the subsequent data will mean
  - CLASS = class number, which you can search directly for in Quest to enroll
  - COMP = lecture, seminar, lab, etc. AKA the “type” of class you can expect
  - SEC = section number. 001, 002, etc. tend to be on-campus, while 081 will represent an online course
  - ENRL CAP = total # spots available in the course
  - ENRL TOT = total # students in the course. Sometimes this goes beyond the cap if the instructor agrees.
  - TIME DAYS/DATA/BLDG/INSTRUCTOR = Days will show as M, T, W, Th or F (or TBA for online classes). Any instructor shown as “TBA” has not yet been confirmed or is not in UW’s system
- “HELD WITH” = if the course is cross-listed (same course, offered under different subject codes). This means it’s actually only ONE section of the course, but with some seats kept for students who select the OTHER subject code. You won’t see how many seats are saved until you deliberately search the OTHER subject code.
- “RESERVE” = seats saved for students who meet certain criteria (see below)

### COURSES WITH RESERVED SEATS

- Some courses save seats for specific groups (e.g. SDS students, those above 3A term, etc.)
  - Often due to the popularity of the course, designated cross-listings (e.g. same course offered under a different department’s code) or it being required for a specific plan (e.g. major)
- Students who fall within the reserve parameters will fill reserved spaces until the cap is reached
- Other students can only fill spaces beyond the reserved ones – these tend to be limited!

Using our example above, you’ll see the on-campus section of SDS 331R has a total of 35 available seats.

- Of this total, 30 seats were held for SDS students (whether major or minor).
- The remaining were held for students taking the course beyond the BA degree (i.e. often as a BSW pre-requisite).
- NO seats were automatically available to other students.

HOWEVER, check the ENRL TOT to see how many students enrolled that met these reserves.

- Of the 30 for SDS, only 28 people ended up taking the course.
- Of the 5 for non/post-degree folks, only 2 took the course.
- Thus there technically ended up being 5 spaces for other students, who would have been added manually by the registrar’s via Renison’s waitlist procedure.
- You can see the course was also over-enrolled by ONE with instructor permission.
COURSES WITHOUT RESERVED SEATS

- Other courses offer open-enrolment: you don’t need to be a specific “type” of student to get a spot
  - In the example below, 16 students took SDS 260R in Fall 2018. It had a cap of 40 and no reserves, so there was space for other students to enroll.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Catalog #</th>
<th>Units</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SDS</td>
<td>260R</td>
<td>0.5</td>
<td>Ecology, Society, and Justice</td>
</tr>
</tbody>
</table>

Class: Comp Soc Camp Loc Assoc Class Rel 1 Rel 2 Enr Cap Enrl Tot Wait Cap Wait Tot Time Days/Date Bldg Room Instructor
8373 LEC 001  REN R.  1  40  16  0  0  11:30-02:20Th  REN 2107  Case, Robert A.

...BUT WHAT DOES IT ALL MEAN?!

- Use the Schedule of Classes to get more information on courses when you are choosing them for a future term. You will do the actual enrolling via Quest.
  - It can tell you what’s expected to be offered, how many seats a course has and reserves
    - Helpful for “course selection period”, when you want to gain as much advantage as possible towards getting in popular courses!
  - It can also tell you days, times, room and instructor information
    - Helpful for the “add period”, when you can make changes and make a conflict-free schedule!

- During course selection and add periods, if the ENRL TOT is close to ENRL CAP, it’s likely the course is ACTUALLY FULL.
  - Unfortunately Quest will sometimes show a course is “open” (green circle), but doesn’t always recognize reserves or waitlisted spaces
  - If a Renison course (aka ALL SDS courses +anything ending in “R”), full courses run off waitlists managed by the registrar’s
  - If a non-Renison course, confirm what to do by visiting: https://uwaterloo.ca/arts/undergraduate/student-support/course-selection/enrolment-problems-and-course-overrides

For more information, view the Registrar’s webpage on reading the Schedule of Classes: https://uwaterloo.ca/registrar/registering-courses/understanding-schedule-classes

Updated: March 2019