

Arts, Humanities, and Social Sciences Division Enrollment Policies

Enrolling in Full Classes

- Students will not be allowed to register for classes that are full.
- This policy is non-negotiable unless a student must graduate at the end of the current semester from Wake Tech. Potential Wake Tech graduates should obtain a graduation checklist from Academic Advising documenting graduation readiness and present it to the dean or appropriate department head for consideration; placement into a full class is not guaranteed even for graduates.
- Students who believe the College has made an error that negatively affected their registration must request that the person who has assumed responsibility for the error contact the division dean or the appropriate department head directly. No other appeals will be considered.
- Under no circumstances should students approach faculty members to request to be added to full sections.

Adding Classes after the Last Day of Registration

- Students will not be allowed to register for classes after the last day of registration. There are no appeals.

Prerequisites

- North Carolina law requires that students meet all course prerequisites prior to enrollment.
- Students who have not met prerequisites will be instructed to drop the course on the first day of class.
- Registered students with transcripts or grade reports showing proof of prerequisites must see the dean or appropriate department head for an override. (Official transcripts must be sent directly to the Registrar's Office.)

Registering for more than 20 credit hours

- Students must see the dean or division secretary.
- Approval is normally given only to potential graduates with high grade point averages.

Registering for a course for the Third Time

- AHSS students must contact Ashley Douglass at 919-532-5728 or andouglass@waketech.edu to make an appointment.

Time Conflicts

- No time conflicts will be approved.

NA (Never Attended)

- Students who never attend a class and do not drop the class on or before the 10% point are assigned a grade of NA (Never Attended). There is no tuition refund for classes that are not dropped by the published drop and refund deadlines.