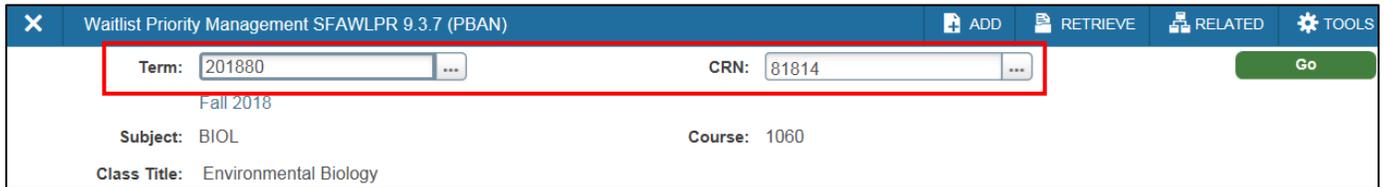


Viewing Students on Course and Cross Listed Waitlists in Banner 9

1. Log in to Banner 9 Admin Pages.
2. At the Banner 9 Admin Pages home screen type Waitlist Priority Management or SFAWLPR.
3. Enter the term and CRN number in the search block.



Waitlist Priority Management SFAWLPR 9.3.7 (PBAN)

Term: 201880 Fall 2018 CRN: 81814

Subject: BIOL Course: 1060

Class Title: Environmental Biology

Buttons: ADD, RETRIEVE, RELATED, TOOLS, Go

4. Click the Go button to view the waitlist.
5. Students on the course waitlist will be listed.

NOTE: If course is cross listed an ERROR message will be displayed. Please note the Crosslist group listed in the error message. You will need this in the next steps.



Waitlist Priority Management SFAWLPR 9.3.7 (PBAN)

Term: 201880 Fall 2018 CRN: 84601

Subject: ATMO Course: 1300

Class Title: Weather and Climate

Buttons: ADD, RETRIEVE, RELATED, TOOLS, 1

Error Message: *ERROR* CRN included in cross list group U. Use SFAXWLP form to manage cross list sections.

6. To view crosslisted group, select the search icon  on the Banner 9 navigation menu and enter Cross List Waitlist Priority Management or SFAXWLP to go to this form.
7. Enter the Cross List Group and click the Go button



Cross List Waitlist Priority Management SFAXWLP 9.3 (BTST)

Term: 201880 Fall 2018 Cross List Group: Identifier

Buttons: ADD, RETRIEVE, RELATED, TOOLS, Go

8. Students on the cross listed wait list will be listed.