

CCP Waitlist Information!

While on the waitlist, make sure to check your **Lakeland student email** regularly for an email notification that a seat has become available. Once you receive the email, you will have **24 hours** to notify us so we can add you to the class.

Do not follow the registration instructions included in the waitlist email. CCP students are not able to add or drop classes through their online accounts, so you will not be able to complete the registration steps listed in the email.

Instead, you must follow the steps below (after receiving your waitlist notification).

1. Email jdalton7@lakelandcc.edu using the subject line "Waitlist." In the email, please include your name, Lakeland ID number, and the waitlist class you want to add.
2. And send a text message to [440-487-1144](tel:440-487-1144). In the text, please include your name, Lakeland ID number, and the waitlist class you want to add.

Please remember that you only have **24 hours** from the time you receive the waitlist email to complete these steps. If you miss the notification or do not provide enough time for us to process your registration request, you will be removed from the waitlist. If this happens, please notify the CCP Office at CCPinfo@lakelandcc.edu for assistance.

Waitlist Closed: What Are Your Options?

The waitlist will close one week before the start of the semester. Once the waitlist closes, you will receive an email confirming that you have been removed from the waitlist. At that time, please follow the options listed below.

Option 1: You can reach out to the professor and ask for permission to be added to the course even if the class is full. If the professor grants you permission, forward their approval email to CCPinfo@lakelandcc.edu and we can assist with adding you to the course. Please be sure to mention that you were previously on the waitlist for the course and that the waitlist has ended.

Option 2: You can review available courses using the Online Schedule Viewer on our website by going to the "Academics" tab and selecting "Class Schedule". If you find an alternative course you would like to take, email the CCP Office at CCPinfo@lakelandcc.edu for assistance.

Option 3: While reviewing the Online Schedule Viewer, if you notice that a seat becomes available in the course you were previously waitlisted for, you can call the CCP Office at 440-525-7730 to request registration. Please let us know that you were on the waitlist, that the waitlist has ended, and that you noticed a seat has become available. Please note that enrollment is not guaranteed, and seats are filled on a first-come, first-served basis.