How to View Students on Your Waitlist

From the Home page of Stout's website go to the "Logins" tab at the top of the page to get to Access Stout. Then, Select "Access Stout" in the "Personal Accounts" category.

Log in to Access Stout with your User ID and Password.

1. Login
2. Select Self Service.
3. Select Class Roster under Faculty Center.
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Select drop down menu by **Enrollment Status** above class roster

1. Select **Waiting**

If the drop down menu does not display ‘waiting’ as an option then there are currently no students waiting for that particular section. However, there may be students waiting for another section of your course.

If ‘waiting’ does appear under the drop down menu then once selected another list will appear under these settings displaying the students that are on your waitlist.