How to Remove a Credit Class from the Waitlist

1. Login to Self Service.
   https://selfservice.keyano.ca/SelfService/Home.aspx

2. Select the **My Classes tab.**
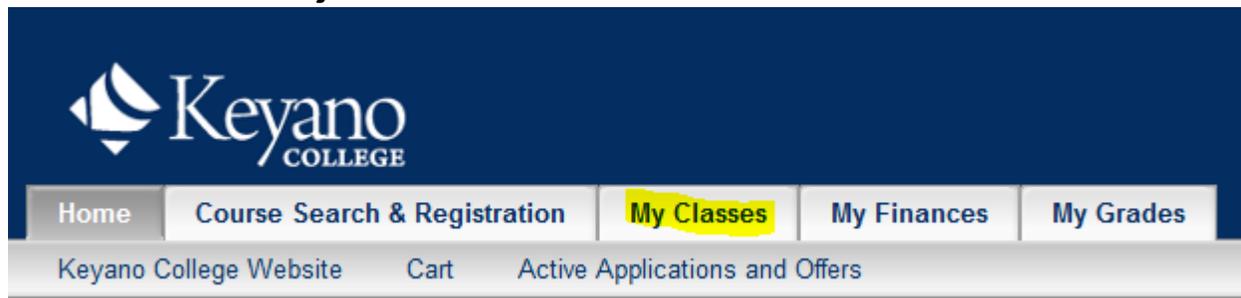
3. Select **Schedule** (below Home).
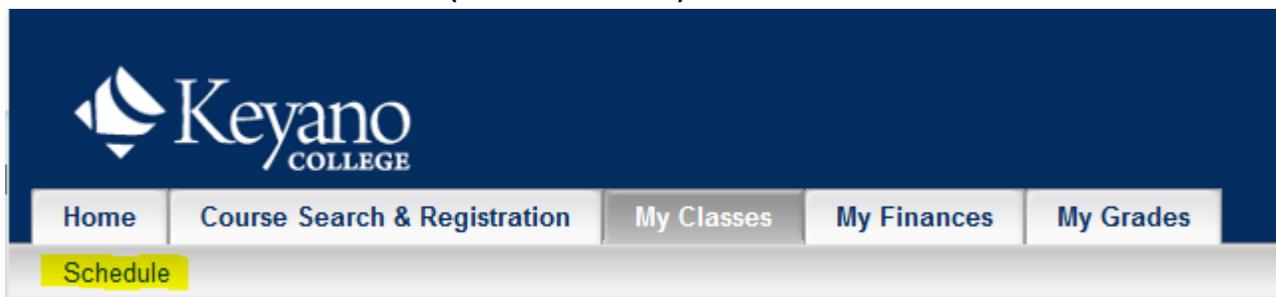
4. Select *Student Schedule* (below Schedule).
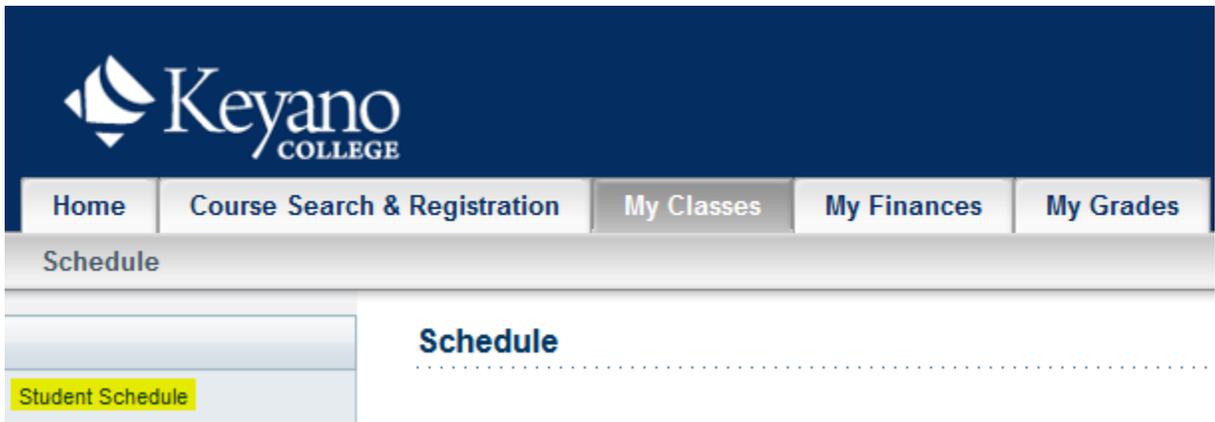
5. Under *Options* select the Period (semester) in which you have a Waitlisted course. Check off the box *Waitlisted Courses*. Click *Submit*.
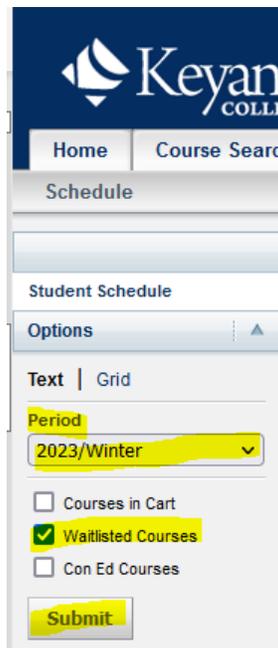
6. Waitlisted Courses are listed at the bottom of your list of courses. Click Remove from Waitlist.

Student Schedule

Traditional 2023/Winter/Regular Semester
Registered Courses
BUS 103/Lecture/B - Introduction Computer Applications Bus
Credits 3.00 Type Letter Grade
Schedule TueThur 9:30 AM - 11:50 AM; Keyano College Campu, Syncrude Centre, Room 105
Instructors Jack, Uylander

ESPT 103/Lecture/INTS - Esports Health, Wellness & Performance
Credits 3.00 Type Letter Grade
Schedule MonThur 8:00 AM - 9:20 AM; Keyano College Campu, ONLINE, Room ONLINE
Instructors Gorbenko, Landon

Waitlisted Courses
BUS 239/Lecture/E - Marketing
Credits 3.00 Type Letter Grade
Schedule Thursday 6:00 PM - 8:50 PM; Keyano College Campu, Clearwater Building, Room 224
Instructors Rondot, Gerri
Remove from Waitlist

7. Remember to log out of Self Service and close the browser when you are finished.