

					Possible Approval(s) Required				
Registration Scenarios	Workflow Function	Activation Point	When Students have to Submit a Workflow Request		Student Advisor	Initial Approver	Final Approver	Final Class Approver	Instructor
STUDENT wants to DROP A COURSE FROM THEIR SCHEDULE			Start	End	Multiple approval requests could be activated for each Drop request				
Student wants to drop a course from their Schedule	Drop	School Workflow Settings	Day the Drop Permission Workflow Starts	Last Day to Drop	Student's School	Student's School	Student's School	n/a	Class Instructor
Student requests to drop a course after Last Day to Drop Class Without W Grade (coming later)	Drop		After the Last Day to Drop a Class without a W	Last Day to Drop	n/a	n/a	n/a	n/a	n/a
STUDENT wants to ADD A COURSE TO THEIR SCHEDULE			Start	End	Multiple approval requests could be activated for each Add request				
Student wants to add a course when they do not meet the rules or prerequisites	Add	Class Settings	First Day a Class Allows Appeals	Last Day a Class Allows Appeals	Student's School	Student's School	Student's School	Department Class Admin	Class Instructor
Student wants to add a Course will create a Schedule Conflict	Add	School Workflow Settings	Any time a student has a registration appointment	Last Day to Add	Student's School	Student's School	Student's School	n/a	Class Instructor
Student wants to add a Course that will take the student over max allowable credits	Add	School Workflow Settings	Any time a student has a registration appointment	Last Day to Add	Student's School	Student's School	Student's School	n/a	Class Instructor
Student wants to add a Course will take the student over the max waitlist + registered credits	Add	School Workflow Settings	Any time a student has a registration appointment	Last Day to Add	Student's School	Student's School	Student's School	n/a	Class Instructor
Student wants to add a Course will take the student over the max class load	Add	School Workflow Settings	Any time a student has a registration appointment	Last Day to Add	Student's School	Student's School	Student's School	n/a	Class Instructor
Student wants to add a course to their Schedule	Add	School Workflow Settings	Day the Add Permission Workflow Starts	Last Day to Add	Student's School	Student's School	Student's School	n/a	Class Instructor
STUDENT wants to MODIFY A COURSE ALREADY ON THEIR SCHEDULE			Start	End					
Student wants to change Credits on a variable credit course (on/after Day Add Permission Workflow Starts)	Update	School Workflow Settings	Day the Add Permission Workflow Starts	Last Day to Add	Required	Student's School	Student's School	n/a	Class Instructor
Student wants to change Credits on a variable credit course (after Last Day to Change Credit Election)	Update	School Workflow Settings	After the Last Day to Modify Credits	Last Day to Add	Required	Student's School	Student's School	n/a	Class Instructor
Student wants to exceed max P/D/F credit load for their organization (student already at/will exceed Max P/D/F Credits)	Add, Update	School Workflow Settings	After the Last Day to Opt for P/D/F	until a student no longer has a registration appointment	n/a	Student's School	Student's School	n/a	Class Instructor