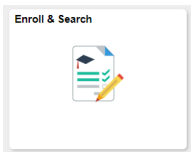
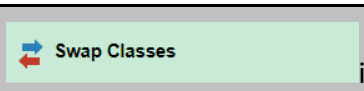
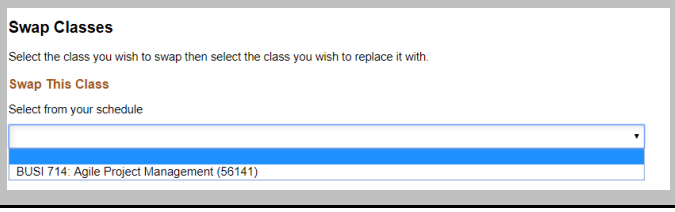
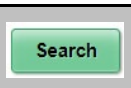
Swapping Classes

After you have enrolled, you might still change your mind about a class. Swapping a class allows you to switch from a class you've already enrolled in to a new class. The benefit of this function, however, is that you won't lose your spot in the current class if the new class is full or has a Wait List.

Swaps are especially helpful when:

- You want to switch from one section of a class to another
- You are at the maximum number of credit hours for the term
- You want to maintain full-time status (12 credits)
- You want to add yourself to the wait list for a class, but don't want to lose your current position in another class until you get in.

Note: to swap to a wait list, you must not already be on the wait list for the desired class

1	Log in to SIS http://sis.rit.edu
2	Click 
3	Click on  in the left navigation bar
4	Select the term that you'd like to swap classes
5	Select the class from your enrollment that you would like to swap **out** of 
6	Select the what course you would like to use to replace the currently enrolled class. You can choose the class through the following choices: **Search for Class:** proceed to the class search process to replace the enrolled class **Shoppint Cart:** select an existing class from your shopping cart to replace the enrolled class **Class Number:** If you know the class number of the replacement class, enter it here to proceed
7	Click the  button (regardless of what method you choose). This will take you to class search or the final step of the swap
8	Click the button to complete the swap process