



**TCNJ** THE COLLEGE OF  
NEW JERSEY

## **WAITLISTING PROCESS**

The registration process for Spring 2022 begins on November 2, 2021. If the course that you are attempting to enroll in is at its full capacity, you may request to be waitlisted. Waitlist procedures vary according to departments. Follow one of the links within the Table of Contents by using CTRL + click.

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# THE SCHOOL OF THE ARTS AND COMMUNICATION

## Art Education (AAE)

**Contact:** Olivia Burton, Program Assistant  
burtono1@tcnj.edu

**Method:** Use online form  
<https://art.tcnj.edu/student-resources/advising/waitlist/>

## Art History (AAH)

**Contact:** Olivia Burton, Program Assistant  
burtono1@tcnj.edu

**Method:** Use online form  
<https://art.tcnj.edu/student-resources/advising/waitlist/>

## Communication Studies (COM)

*Majors / Minors may pre-register for up to 2 courses during pre-registration period*

**Contact:** Kay Potucek, Program Assistant  
[potucekk@tcnj.edu](mailto:potucekk@tcnj.edu)

**Method:** No waitlist  
Permission by instructor on case-by-case basis

## Interactive Multimedia (IMM)

*First-year majors are pre-registered*

**Contact:** Rachel Lichtenberg, Program Assistant  
lichtenr@tcnj.edu

**Method:** Use online form  
<https://imm.tcnj.edu/resources/waitlist/>

## Journalism & Professional Writing (JPW)

*First-semester majors are pre-registered*

**Contact:** Rosa Rodriguez, Program Assistant  
[rodrigro@tcnj.edu](mailto:rodrigro@tcnj.edu)

**Method:** Each professor maintains waitlist

## Music (MUS)

**Contact:** Tanisha Wells, Program Assistant  
[wellst@tcnj.edu](mailto:wellst@tcnj.edu)

**Method:** Not waitlist; Permission by instructor on a case-by-case basis

## Visual Arts (AAV)

**Contact:** Graphic design courses: Rachel Lichtenberg, Program Assistant: [lichtenr@tcnj.edu](mailto:lichtenr@tcnj.edu)

All other courses: Olivia Burton, Program Assistant  
[burtono1@tcnj.edu](mailto:burtono1@tcnj.edu)

**Method:** All graphic design courses, use online form  
<https://imm.tcnj.edu/resources/waitlist/>

All other courses, use online form  
<https://art.tcnj.edu/student-resources/advising/wait-list/>

## Visual Performing Arts (VPA)

**Contact:** Erica Kalinowski, Assistant Dean  
[ekalinow@tcnj.edu](mailto:ekalinow@tcnj.edu)

**Method:** Not waitlist; Permission by instructor on a case-by-case basis; instructor will communicate directly with Assistant Dean Kalinowski

# THE SCHOOL OF BUSINESS

## Accounting (ACC)

**Contact:** Dr. Bea Chiang, Department Chair  
[bchiang@tcnj.edu](mailto:bchiang@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## Economics (ECO)

**Contact:** Dr. Bozena Leven, Department Chair  
[bleven@tcnj.edu](mailto:bleven@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## Finance (FIN)

**Contact:** Dr. Seung Hee Choi, Department Chair  
[choi@tcnj.edu](mailto:choi@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## Information Systems Technology (IST)

**Contact:** Dr. Bea Chiang, Department Chair  
[bchiang@tcnj.edu](mailto:bchiang@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## International Business (INB)

**Contact:** Dr. Bozena Leven, Department Chair  
[bleven@tcnj.edu](mailto:bleven@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis



## Management (MGT)

**Contact:** Dr. Joao Neves, Department Chair  
[neves@tcnj.edu](mailto:neves@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## Marketing (MKT)

**Contact:** Dr. John McCarty, Department Chair  
[mccarty@tcnj.edu](mailto:mccarty@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

## Other (BUS)

**Contact:** Dr. John McCarty, Department Chair  
[mccarty@tcnj.edu](mailto:mccarty@tcnj.edu)

**Method:** Use [School of Business Form](#)  
Permission of Chair on case-by-case basis

# THE SCHOOL OF EDUCATION

## Elementary & Early Childhood Education

### Early Child Education (ECE)

**Contact:** Dr. James Beyers, Department Chair  
[beyers@tcnj.edu](mailto:beyers@tcnj.edu)

**Method:** No waitlist

### Elementary Education (ELE)

**Contact:** Dr. James Beyers, Department Chair  
[beyers@tcnj.edu](mailto:beyers@tcnj.edu)

**Method:** No waitlist

### Elementary Education (ELEM)

**Contact:** Dr. James Beyers, Department Chair  
[beyers@tcnj.edu](mailto:beyers@tcnj.edu)

**Method:** No waitlist

## Secondary Education (SED)

**Contact:** Dr. Brian Girard, Department Chair  
[girarb@tcnj.edu](mailto:girarb@tcnj.edu)

**Method:** No waitlist

## Special Education

### American Sign Language (ASL)

**Contact:** Dr. Steven Singer, ASL Coordinator  
[singers@tcnj.edu](mailto:singers@tcnj.edu)

**Method:** No waitlist

### Reading & Language Arts (RAL)

**Contact:** Dr. Nadya Pancsofar, Department Co-Chair  
[pancsofa@tcnj.edu](mailto:pancsofa@tcnj.edu)

**Method:** No waitlist

### Speech & Language (SLP)

**Contact:** Dr. Nadya Pancsofar, Department Co-Chair  
[pancsofa@tcnj.edu](mailto:pancsofa@tcnj.edu)

**Method:** No waitlist

### Special Education (SPE)

**Contact:** Dr. Nadya Pancsofar, Department Co-Chair  
[pancsofa@tcnj.edu](mailto:pancsofa@tcnj.edu)

**Method:** No waitlist

## **Education of the Deaf & Hard of Hearing**

### **Deaf & Hard of Hearing (DFHH)**

**Contact:** Dr. Nadya Pancsofar, Department Co-Chair  
[pancsofa@tcnj.edu](mailto:pancsofa@tcnj.edu)

**Method:** No waitlist

### **Deaf & Hard of Hearing (DHH)**

**Contact:** Dr. Nadya Pancsofar, Department Co-Chair  
[pancsofa@tcnj.edu](mailto:pancsofa@tcnj.edu)

**Method:** No waitlist

## **Other (EFN)**

**Contact:** Dr. Brian Girard, Department Chair  
[girarb@tcnj.edu](mailto:girarb@tcnj.edu)

**Method:** No waitlist

# THE SCHOOL OF ENGINEERING

*Engineering majors are preregistered into required science courses only as per the recommended 4-year semester-by-semester plan.*

## **Biomedical Engineering (BME)**

**Contact:** Dr. Christopher Wagner, Department Chair  
[wagnerc@tcnj.edu](mailto:wagnerc@tcnj.edu)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

## **Civil Engineering (CIV)**

**Contact:** Dr. Andrew Bechtel, Department Chair  
[bechtela@tcnj.edu](mailto:bechtela@tcnj.edu)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

## **Electrical & Computer Engineering (ELC)**

**Contact:** Dr. Anthony Deese, Department Chair  
[deesea@tcnj.edu](mailto:deesea@tcnj.edu)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

## **Mechanical Engineering (MEC)**

**Contact:** Dr. Manish Paliwal, Department Chair  
[paliwal@tcnj.edu](mailto:paliwal@tcnj.edu)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

## **Integrative STEM Education (ETE, TED, TST)**

**Contact:** Dr. Manuel Figueroa, Department Chair  
[figueroa@tcnj.edu](mailto:figueroa@tcnj.edu)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

## **General Engineering (ENG)**

**Contact:** Biomedical, Civil, Electrical and Computer and Mechanical Engineering department chairs (dependent on course content)

**Method:** Use online form  
<https://engineering.tcnj.edu/resources/current-students/registration-assistance/>

# THE SCHOOL OF HUMANITIES & SOCIAL SCIENCES

## African American Studies (AAS)

*Majors / Minors are pre-registered*

**Contact:** Chris Smith, Program Assistant  
[smithch@tcnj.edu](mailto:smithch@tcnj.edu)

Dr. Piper Williams, Department Chair  
[williamp@tcnj.edu](mailto:williamp@tcnj.edu)

**Method:** No waitlist

## Criminology (CRI)

*Majors / Minors are not pre-registered*

**Contact:** Chris Smith, Program Assistant  
[smithch@tcnj.edu](mailto:smithch@tcnj.edu)

**Method:** Contact Chris Smith

## English

### Comparative Literature (CMP)

*Some minors are pre-registered*

**Contact:** Dr. Harriet Hustis, Faculty Coordinator  
[hustis@tcnj.edu](mailto:hustis@tcnj.edu)

**Method:** No waitlist

### Creative Writing (CWR)

*Some minors are pre-registered*

**Contact:** Dr. Rosemurgy, Faculty Coordinator  
[rose@tcnj.edu](mailto:rose@tcnj.edu)

Dr. Diane Steinberg, Associate Chair  
[dsteinberg@tcnj.edu](mailto:dsteinberg@tcnj.edu)

**Method:** No waitlist

## English Secondary Education (EED)

*Some majors are pre-registered*

**Contact:** Dr. Emily Meixner, Faculty Coordinator  
[meixner@tcnj.edu](mailto:meixner@tcnj.edu)

Diane Steinberg, Associate Chair  
[dsteinberg@tcnj.edu](mailto:dsteinberg@tcnj.edu)

**Method:** No waitlist

## English Literature (LIT)

*Some majors / minors are pre-registered*

**Contact:** Diane Steinberg, Associate Chair  
[dsteinberg@tcnj.edu](mailto:dsteinberg@tcnj.edu)

**Method:** No waitlist

## Linguistics (LNG)

*Some minors are pre-registered*

**Contact:** Felicia Steele, Faculty Coordinator,  
[steele@tcnj.edu](mailto:steele@tcnj.edu)

Regina Morin, Faculty Coordinator,  
[rmorin@tcnj.edu](mailto:rmorin@tcnj.edu)

Diane Steinberg, Associate Chair  
[dsteinberg@tcnj.edu](mailto:dsteinberg@tcnj.edu)

**Method:** No waitlist

## History

### History Education (HED)

*First year majors pre-registered / Minors are not pre-registered*

**Contact:** Laura Hargreaves, Program Assistant  
[hargrea2@tcnj.edu](mailto:hargrea2@tcnj.edu)

**Method:** No waitlist



## History (HIS)

*First year majors / minors are pre-registered*

**Contact:** Laura Hargreaves, Program Assistant  
[hargrea2@tcnj.edu](mailto:hargrea2@tcnj.edu)

**Method:** No waitlist

## International Studies (INT)

*Majors / Minors are not pre-registered*

**Contact:** Susan Sciblia, Program Assistant  
[scibilis@tcnj.edu](mailto:scibilis@tcnj.edu)

**Method:** Contact Susan Sciblia

## Philosophy, Religion, & Classical Studies

### Classical Studies (CLS)

*First-year students are pre-registered*

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

### Greek (GRE)

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

### Latin (LAT)

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

## Philosophy (PHL)

*First-year students are pre-registered*

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

## Religion (REL)

*First-year students are pre-registered*

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

## Political Science (POL)

*First-year majors/minors are pre-registered*

**Contact:** Susan Scibilia, Program Assistant  
[scibilis@tcnj.edu](mailto:scibilis@tcnj.edu)

**Method:** Contact Susan Scibilia

## Psychology (PSY)

*First-year students are mostly pre-registered*

**Contact:** Dr. Betsy Ruddy, Associate Chair  
[ruddy@tcnj.edu](mailto:ruddy@tcnj.edu)

**Method:** No waitlist

## Sociology & Anthropology

### Anthropology (ANT)

**Contact:** Karen Dubrule, Program Assistant  
[dubrulek@tcnj.edu](mailto:dubrulek@tcnj.edu)

**Method:** Contact Karen Dubrule

## Sociology (SOC)

**Contact:** Karen Dubrule, Program Assistant  
[dubrulek@tcnj.edu](mailto:dubrulek@tcnj.edu)

**Method:** Contact Karen Dubrule

## World Languages

### Chinese (CHI)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

### French (FRE)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

### German (GER)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

### Italian (ITL)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

### Japanese (JPN)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

## Spanish (SPA)

*Majors / Minors are not pre-registered*

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

## World Languages & Cultures (WLC)

**Contact:** Dee Dee Miles, Program Assistant  
[milesd@tcnj.edu](mailto:milesd@tcnj.edu)

**Method:** Contact Dee Dee Miles

## Women's, Gender, & Sexuality Studies (WGS)

*First-year students are pre-registered*

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

## Other

### Holocaust & Genocide Studies (HGS)

*Majors / Minors are pre-registered*

**Contact:** Cecilia Colbeth, Program Coordinator  
[colbeth@tcnj.edu](mailto:colbeth@tcnj.edu)

**Method:** Contact Cecilia Colbeth

### HSS (Orientation Courses)

*Majors / Minors are pre-registered*

**Contact:** Dr. Lisa Grimm, Associate Dean of HSS  
[grimm@tcnj.edu](mailto:grimm@tcnj.edu)

**Method:** No waitlist

# THE SCHOOL OF NURSING, HEALTH, & EXERCISE SCIENCE

## Health & Exercise Science (HES)

*Students may register in HES 160 & 172 if seats are available.*

**Contact:** Carol Wells, Program Assistant  
[wells@tcnj.edu](mailto:wells@tcnj.edu)

**Method:** Use online form  
[https://tcnj.co1.qualtrics.com/jfe/form/SV\\_dm1x8IRm3ITK8aV?Q\\_JFE=qdg](https://tcnj.co1.qualtrics.com/jfe/form/SV_dm1x8IRm3ITK8aV?Q_JFE=qdg)

## Nursing (NUR)

*NUR 110 and 202 are open if seats available. Waitlists for BIO 141,142, 144 & CHE 111.*

**Contact:** Assistant Dean Scarpati  
[scarpati@tcnj.edu](mailto:scarpati@tcnj.edu)

**Method:** Contact Assistant Dean Scarpati

## Public Health (PBH)

*PBH 240,375,376 & 379 open if seats available. PBH 220 enrollment managed by Program Asst.*

**Contact:** Mei Zhao, Program Assistant  
[zhaom@tcnj.edu](mailto:zhaom@tcnj.edu)

**Method:** Use online form  
[https://tcnj.co1.qualtrics.com/jfe/form/SV\\_cxc1yXQ81542wGV](https://tcnj.co1.qualtrics.com/jfe/form/SV_cxc1yXQ81542wGV)

# THE SCHOOL OF SCIENCE

## Biology (BIO)

*Majors / minors are not pre-registered*

**Contact:** Luz Morales, Program Assistant  
Main Office (B-202)

**Method:** Use online form:  
<https://biology.tcnj.edu/waitlists/>

## Chemistry (CHE)

*Majors / minors are not pre-registered*

**Method:** Use online form  
<https://chemistry.tcnj.edu/waitlists/>

## Computer Science (CSC)

*Majors / minors are not pre-registered*

**Method:** Use online form  
<https://computerscience.tcnj.edu/students/current-students/registration-waitlist/>

## Mathematics & Statistics

*Majors / minors are not pre-registered*

### Mathematics (MAT)

**Method:** Use online form  
<http://mathstat.tcnj.edu>

### Mathematics Teaching (MTT)

**Method:** Use online form  
<http://mathstat.tcnj.edu>

### Statistics (STA)

**Method:** Use online form  
<http://mathstat.tcnj.edu>

## Physics (PHY)

*Majors / minors are not pre-registered*

**Contact:** Erin Chamberlin, Program Assistant  
Main Office (P-123)

**Method:** Use online form <https://physics.tcnj.edu/physics-registration-faq/>

## Other (SCI)

*Applicable to orientation classes only*