How do I check my status on a waitlist?

When there are 0 seats available for a session, you can still register and will be placed on the waitlist. The Learning and Development Portal allows you to see your status, or waitlist order, or withdraw yourself from the waitlist entirely.

Tell Me

1. From your **Learner Home Page**, hover over the **Learning tab** and click on the last option in the drop down box, **'Interests and Waitlists'**.

![Interests and Waitlists](image)

2. Result: You will be directed to your **'Interests and Waitlists'** page. All sessions that you have either expressed interest in or been added to the waitlist will display.

![Interests and Waitlists](image)

3. The waitlist details will show each session you have been waitlisted for. You can see the status, or waitlist order, in each session row.

![Waitlist Details](image)

4. If you would like to remove yourself from the waitlist, click **'Withdraw'** in the row of the session you want to be removed from.
Related FAQs

- How do I access LEAD and EEODF training?
- Where can I find professional development opportunities?
- What is New Employee Onboarding?
- What if I need special assistance or accommodations while attending a workshop?
- Will my transcript from Percipio be on my training transcript?