Priority Registration FAQ

What is Priority Registration?
Due to the high demand for many of OLLI’s workshops, and in consideration of this demand versus the limitation of classroom sizes, our workshop registration system uses a lottery or ‘allocation’ process to sort through all registration requests for a given workshop to determine who gets registered and awarded seats to that workshop.

Priority Registration simply means that the automated lottery process gives special consideration to the order in which you “prioritize” your workshops. Members are asked to prioritize their favorite workshop first, their second favorite workshop second, and so on until they have prioritized all of their workshop requests.

Why Priority Registration? How does it work?
Priority registration gives members better odds of getting registered (assigned seats) for their favorite workshops. When assigning members to available workshop seats for a given workshop, the lottery process begins by looking first for members who selected that workshop as their #1 priority. Once #1 priority members are assigned seats, it searches for members who chose the workshop as their #2 priority, and so on until all of the workshop seats are full. The remaining requests are assigned to the workshop’s wait list.

How do I prioritize my workshops? Once prioritized, can I change priorities?
Yes. Members have the ability to view and change their workshop priority lists if desired. This can be done any number of times right up until the lottery is performed, at which point your priority list becomes final.

After all of your workshops have been requested and you have checked-out all of the workshops in your shopping cart, the instructions and illustrations below will help you to view and, if desired, arrange and/or change your workshop priority list on the Course Priorities page:

Viewing my Course Priorities page:

1. Be sure that you are logged in to the online course catalog on the OLLI website.
2. Click on "My Account".
3. Select Course Priorities.
Changing my workshop priority list:
Notice in the following screenshot, the website gives you the ability to arrange and/or change your workshop priority order by clicking on the numbered widgets, changing values, and then saving your changes.

Will the lottery and Priority Registration guarantee that I will be registered for my favorite workshops?
No. Workshops still have a pre-determined number of seats and the most popular workshops still tend to fill up. If there are 50 seats in a popular workshop and 75 people request the workshop, even if they are all #1 priority requests, there will still be just 50 people randomly selected for seats and the remaining 25 will be wait listed.