Drop a Class from your Schedule

1.	Click the **Student Center** link. Student Center
2.	Click the **Drop a Class** link. Drop a Class
3.	Select the required **term** button. ◯
4.	Click the **Continue** button. CONTINUE
5.	If the incorrect term was previously selected, a **Change Term** button is available. (This will take you back to the select term page.) change term
6.	**Select** the box of the class you want to drop. ☐
7.	Click the **Drop Selected Classes** button. DROP SELECTED CLASSES
8.	The details of the selected class will display. Verify you have selected the correct class. Click the **Finish Dropping** button. FINISH DROPPING
9.	**Note:** The **Status** will indicate whether the class was successfully dropped. Errors are indicated by an **X.** An error message will explain what caused the error and a **Fix Error** button will be displayed. Click the **Fix Error** button to make changes. If the error for the indicated class is not corrected, you will **NOT** be dropped from that class. FIX ERRORS
10.	Click the **My Class Schedule** button to view classes. MY CLASS SCHEDULE
11.	To return to the home page click **Home** or the **Sign Out** link to exit. Home
12.	**End of Procedure.**