Quick Tips for Dropping a Class

1. Go to the Current Student Hub and click on "Self Service" and log on.
2. Click on "Student Services".
3. Click "Registration".
4. Click on "Add or Drop Classes".
5. Select the appropriate term.
6. Submit.
7. Click the action drop down menu next to the class you wish to drop.
8. Select "Web Drop/Delete".
9. Click "Submit Changes".

Please Note: Classes can only be dropped through the first 7 days of the term.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
Web Register on Apr 02, 2014	None / Web Drop / Delete	90001	COMM	101	01	Undergraduate	3.000	Standard Letter	Oral Communication

Action
Web Drop / Delete ⌄ ← Select "Web Drop/Delete".

Submit Changes ← Click "Submit Changes".

Following the 7th calendar day of the semester all course removals will become a permanent fixture of an academic record and will be displayed as a "W" grade on a transcript. A grade of "W" does not affect a student's GPA. Online changes to a student's schedule are disabled at the start of the Withdrawal period.

All withdrawals for undergraduates must include an adviser's signature. Withdrawal from a Military Science, Montessori, or Physics course requires the instructor's signature in addition to the adviser's signature.

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