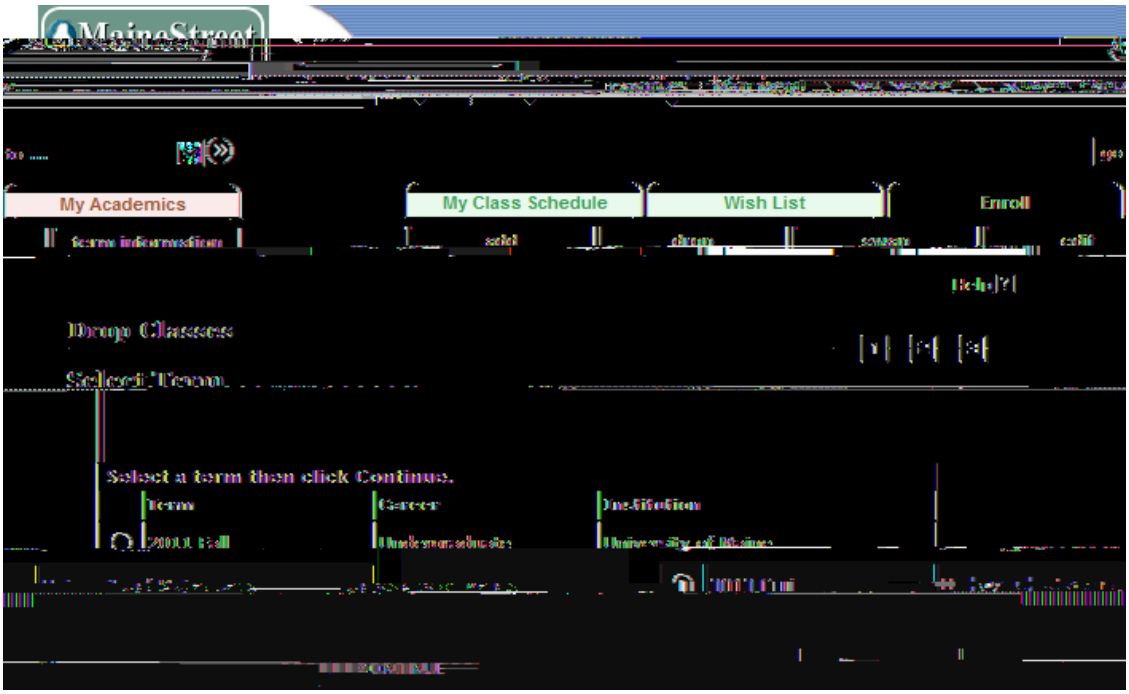
Drop a Class

Once a student has enrolled in classes, changes to the enrollment scheduled may be processed using Student Self Service. This document shows how to drop a class from the enrollment schedule.



Step	Action
4.	If you are active at several of the UMS Institutions, you will see a list of each activeTerm/Institution combinations. In the list, click the Term/Institution for which you want to select class/es to drop.

Step	Action
5.	Select the Continue button

Step	Action
6.	On theSelect classes to dropage, check the box in tlSelectcolumn adjacen to each class you wish to drop. When ready, select the button.

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Step	Action
8.	To confirm the class/es you dropped are no longer on your