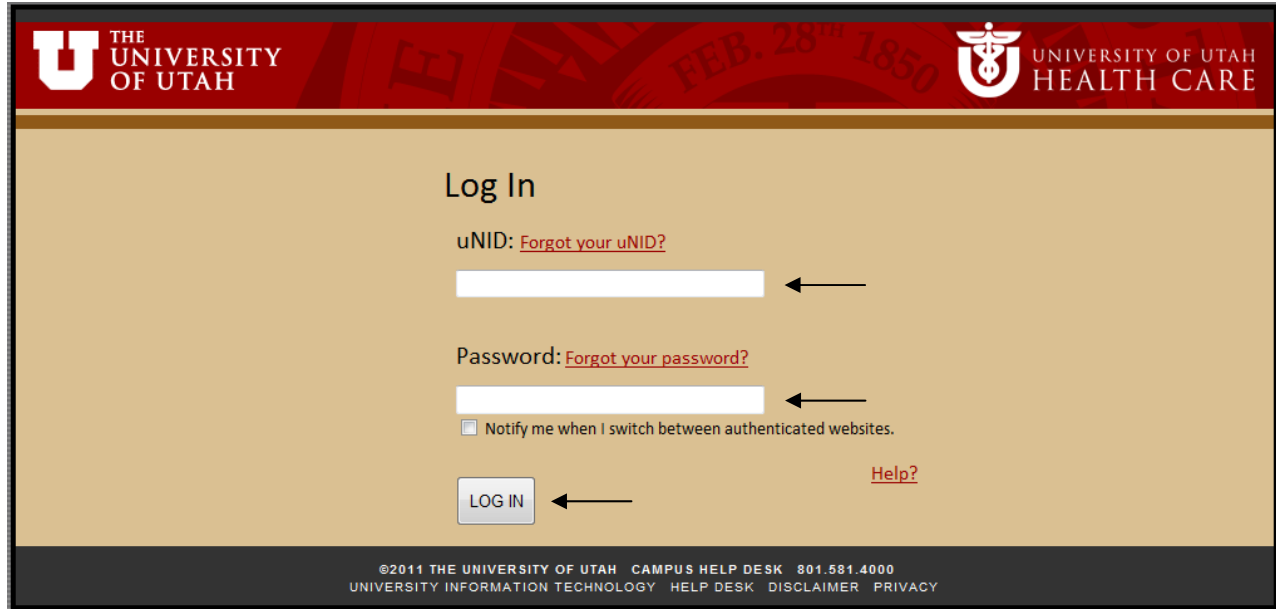
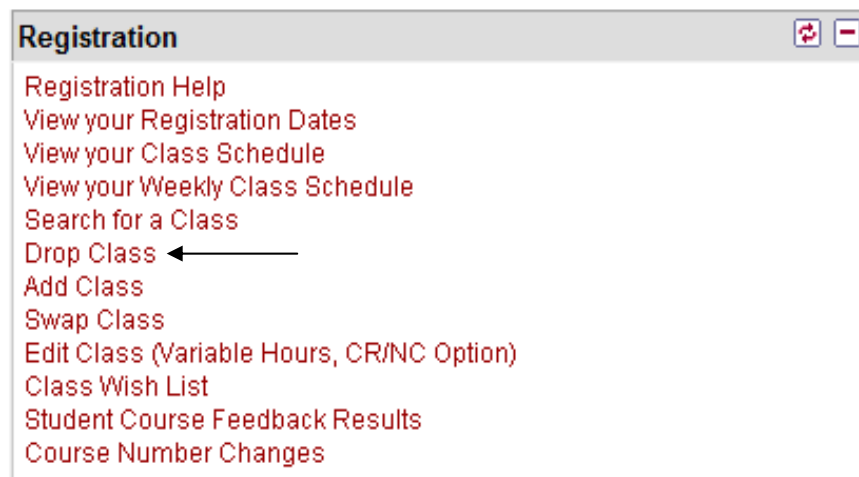


Instructions:

1. Log in to Campus Information Services with your uNID and password:



2. Locate the Registration box on your Student tab. Click the “Drop Class” link



3. The list of classes for which you are enrolled will be displayed.

**NOTE:** If registration is in process for more than one term you will be provided the opportunity to select the appropriate term.

## Drop Classes



### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

Spring 2011 | Undergraduate Semester | University of Utah [change term](#)

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	<a href="#">ECON 2010-002 (1030)</a>	Princ Of Microeconomics (Discussion)	F 7:30AM - 8:20AM	BU C 302			✓
	ECON 2010-001 (1029)	Princ Of Microeconomics (Lecture)	MTWH 9:40AM - 10:30AM	OSH WPRA		3.00	✓
<input type="checkbox"/>	<a href="#">H EDU 3920-001 (12512)</a>	Individual Study (Ind Study)		TBA		2.00	✓

✓ Enrolled ✗ Dropped

**DROP SELECTED CLASSES**

4. To remove a class, click the checkbox in the “Select” column for the class you wish to drop.

**NOTE:** You may select multiple classes. If you drop after the drop deadline, a “W” grade is recorded on the transcript and appropriate tuition and fees are assessed. View the Academic Calendar to determine drop deadlines for each term.

## Drop Classes



### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

Spring 2011 | Undergraduate Semester | University of Utah [change term](#)

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	<a href="#">ECON 2010-002 (1030)</a>	Princ Of Microeconomics (Discussion)	F 7:30AM - 8:20AM	BU C 302			✓
	ECON 2010-001 (1029)	Princ Of Microeconomics (Lecture)	MTWH 9:40AM - 10:30AM	OSH WPRA		3.00	✓

✓ Enrolled ✗ Dropped

5. Click the “Drop Selected Classes” button to remove the selected classes from your schedule.

## Drop Classes



### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

Spring 2011 | Undergraduate Semester | University of Utah

[change term](#)

✔ Enrolled    ✘ Dropped

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	<a href="#">ECON 2010-002 (1030)</a>	Princ Of Microeconomics (Discussion)	F 7:30AM - 8:20AM	BU C 302			✔
<input type="checkbox"/>	ECON 2010-001 (1029)	Princ Of Microeconomics (Lecture)	MTWH 9:40AM - 10:30AM	OSH WPRA		3.00	✔
<input type="checkbox"/>	<a href="#">H EDU 3920-001 (12512)</a>	Individual Study (Ind Study)		TBA		2.00	✔

**DROP SELECTED CLASSES**

6. You will be asked to confirm your selection for deletion. Click the “Finish Dropping” button to confirm the deletion.

**NOTE:** If a course has more than one required part (example: lecture and lab), dropping the enrollment section listed will also drop you from all the other parts of the course you are also enrolled in.

## Drop Classes



### 2. Confirm your selection

Click Finish Dropping to process your drop request. To exit without dropping these classes, click Cancel.

Spring 2011 | Undergraduate Semester | University of Utah

✔ Enrolled    ✘ Dropped

Class	Description	Days/Times	Room	Instructor	Units	Status
<a href="#">ECON 2010-002 (1030)</a>	Princ Of Microeconomics (Discussion)	F 7:30AM - 8:20AM	BU C 302			✔
ECON 2010-001 (1029)	Princ Of Microeconomics (Lecture)	MTWH 9:40AM - 10:30AM	OSH WPRA		3.00	✔

[CANCEL](#)    [PREVIOUS](#)    **FINISH DROPPING**

7. The results of the request are displayed. A green check in the status column indicates the course was successfully dropped.




## Drop Classes



### 3. View results

View the results of your enrollment request. Click Fix Errors to make changes to your request.

Spring 2011 | Undergraduate Semester | University of Utah

 Success: dropped		 Error: unable to drop class
Class	Message	Status
ECON 2010	<b>Success:</b> This class has been removed from your schedule.	

MY CLASS SCHEDULE

You may wish to click the "My Class Schedule" button to obtain an updated schedule of your classes.