

Did you really drop your class?

How to Drop a Class

Before the census date

1. Login at www.my.unt.edu

2. Click on Academics
3. Register for Classes
4. Register for Classes (again)

EDHE 6710	Section	Component	Description	Grading Option	Grade	Units	Status
7852	020	Credit	GEN ADM HIGHER ED	Graded		3.00	Enrolled

Enterprise Menu

- Academics
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5. Click **Drop/Update Classes**

Your enrolled or waitlisted classes for this term are listed below. You can view the details about each class by clicking the class link in the Subject/Catalog# column.

To drop a class, select Drop from the Action column.

To drop the class and add yourself to the waitlist, select the Drop to Waitlist from the Action column.

To modify a class's units, grading option, requirement designation option or instructor, select Update from the Action column.

When you are finished making your updates, click the SUBMIT button.

Verify your changes were successful by checking the Update Status column.

Action	Subject / Catalog#	Section	Enrollment Status	Units	Grading Option	Update Status
-Select enrollment action-	EDHE 6710	020	Enrolled	3.00	Graded	Pending

6. Find the course that you want to drop, then choose **Drop** from the drop-down menu

7. Click **Submit**

8. Verify changes were *successful* by checking the **Update Status** column
You cannot drop your last class online

Hint: View your schedule to make sure changes were processed

NEVER, EVER just hit DELETE and expect your class to be dropped!!!