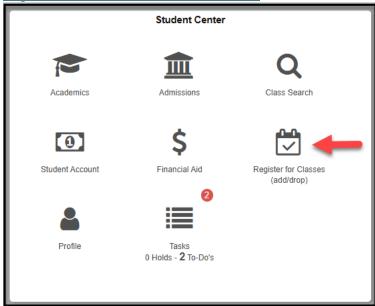
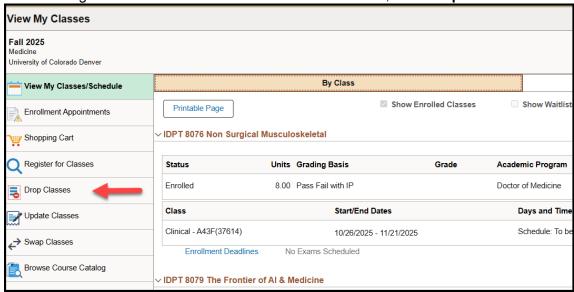
## **Drop a Class**

Important Information: All students understand that they may be financially responsible for part or all tuition and fees for any class drops or withdrawals and that drops or withdrawals may lead to adjustments to their financial aid/awards package, Department of Veteran Affairs education benefits, or other eligibility/benefits that are dependent upon enrollment status. International students understand that class drops or withdrawals may impact their immigration status. A W notation appears on the transcript after published deadlines. Contact the Registrar's Office with questions about class drops or withdrawals.

1. Log into the UCDAccess Student Portal. In the Student Center, click Register for Classes (add/drop).



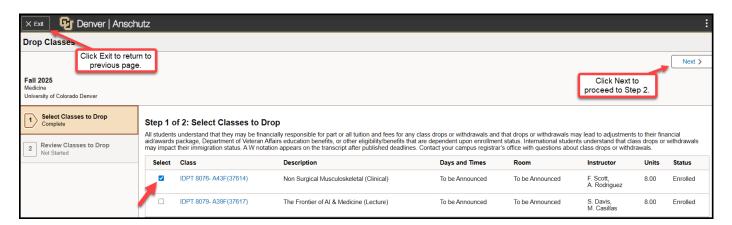
On the navigation menu on the left-hand side of the screen, click Drop Classes.



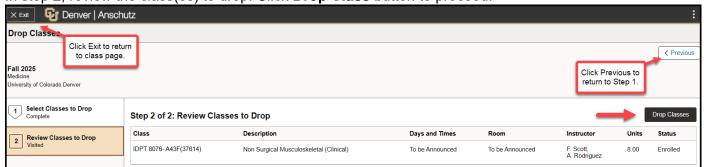
3. For step 1, place a checkmark(s) next to the class(es) to be dropped and click **Next** (the Next button will appear after the class(es) are selected.



## **Drop a Class**



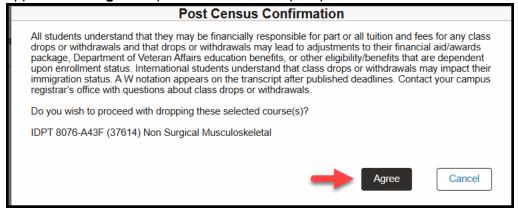
4. In step 2, review the class(es) to drop. Click **Drop Class** button to proceed.



- 5. Confirmation screen.
  - a. If a student is dropping a course before the census date, the following information will appear. Click **Yes** to confirm the drop request.



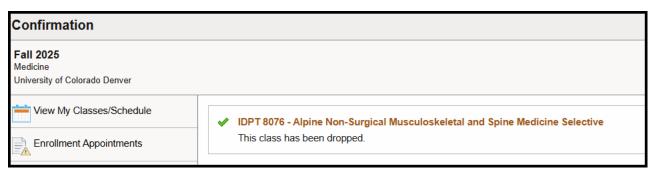
b. If a student drops a course after the census date, the following acknowledgment message will appear. Click **Agree** to proceed with the drop request.





## **Drop a Class**

6. After the course has been dropped, a confirmation message will appear.



If there is an issue with dropping a class, please contact the CU Anschutz Office of the Registrar (Registrar@cuanschutz.edu) for additional assistance.