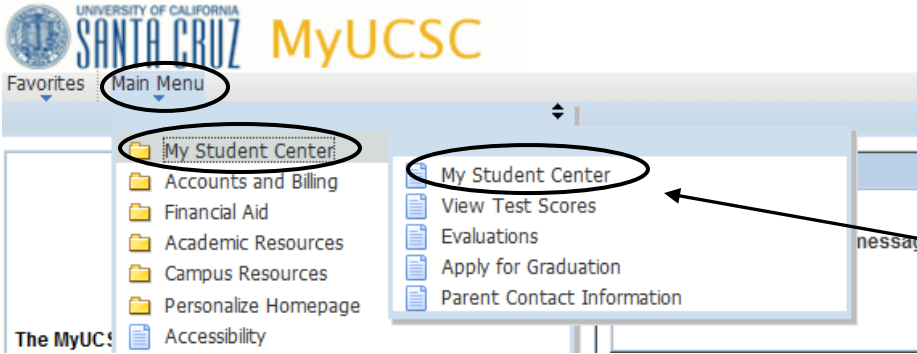


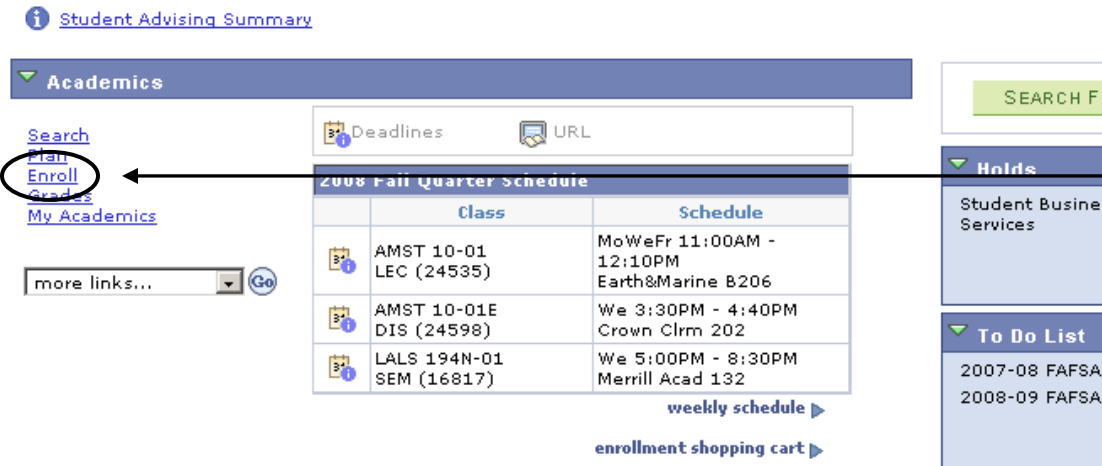
# How to Drop a Class

1) Sign into your student portal at my.ucsc.edu



2) Click **Main Menu**, then **My Student Center** folder, then **My Student Center** page

## Sammy's Student Center



3) Click **Enroll**

Drop Classes

Select Term

Select a term then click Continue.

	Term	Career	Institution
<input type="radio"/>	2008 Summer Quarter	Undergraduate	UC Santa Cruz
<input checked="" type="radio"/>	2008 Fall Quarter	Undergraduate	UC Santa Cruz

4) If there is more than one quarter available, select the quarter in which you are enrolling

CONTINUE

5) Click Continue

6) Click Drop

Add Classes

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

2008 Fall Quarter | Undergraduate | UC Santa Cruz

Open  Closed

Add to Cart: 2008 Fall Quarter Shopping Cart

Enter Class Nbr

### Drop Classes

#### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

2008 Fall Quarter | Undergraduate | UC Santa Cruz [change term](#)

Enrolled     Dropped

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	<a href="#">ART 22-01 (21160)</a>	Intro Elect Intemed (Studio)	TuThSa 9:00AM - 11:45AM	Baskin Paint E102	Staff	5.00	✓
<input checked="" type="checkbox"/>	<a href="#">SOCY 1-01 (20263)</a>	Intro Sociology (Lecture)	MoWe 5:00PM - 6:45PM	Media Theater M110	C. Reinerman	5.00	✓
	SOCY 1-01A (20264)	Intro Sociology (Discussion)	Mo 8:00AM - 9:10AM	Eight Acad 242	Staff		✓

7) Select the class you wish to drop

8) Click **Drop Selected Classes**

[DROP SELECTED CLASSES](#)

### Drop Classes

#### 2. Confirm your selection

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

2008 Fall Quarter | Undergraduate | UC Santa Cruz

Enrolled     Dropped

Class	Description	Days/Times	Room	Instructor	Units	Status
<a href="#">SOCY 1-01 (20263)</a>	Intro Sociology (Lecture)	MoWe 5:00PM - 6:45PM	Media Theater M110	C. Reinerman	5.00	✓
SOCY 1-01A (20264)	Intro Sociology (Discussion)	Mo 8:00AM - 9:10AM	Eight Acad 242	Staff		✓

9) Confirm your selection

10) Click **Finish Dropping**

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

[Search](#) | [Plan](#) | [Enroll](#) | [My Academics](#)  
[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [edit](#) | [term information](#)

### Drop Classes

### 3. View results

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

2008 Fall Quarter | Undergraduate | UC Santa Cruz

<span style="color: green;">✔</span> Success: dropped <span style="color: red;">✘</span> Error: unable to drop class		
Class	Message	Status
SOCY 1	<b>Success:</b> This class has been removed from your schedule.	<span style="color: green;">✔</span>

[MY CLASS SCHEDULE](#)

11) Make sure that your Status shows your enrollment transaction was successful (✔)

12) Click My Class Schedule

[Search](#) | [Plan](#) | [Enroll](#) | [My Academics](#)  
[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [edit](#) | [term information](#)

### My Class Schedule

Select Display Option  List View  Weekly Calendar View

2008 Fall Quarter | Undergraduate | UC Santa Cruz [change term](#)

Show Enrolled Classes
  Show Dropped Classes
 [filter](#)

ART 22 - Intro Elect Intrmed						
Status	Units	Grading	Grade	General Education	Deadlines	
Enrolled	5.00	Graded	A			
Class Nbr	Section	Component	Days & Times	Room	Instructor	Start/End Date
21160	<a href="#">01</a>	Studio	TuThSa 9:00AM - 11:45AM	Baskin Paint E102	Staff	09/25/2008 - 12/05/2008

[Printer Friendly Page](#)

13) Always view your class schedule to double-check that you have dropped the class

14) Print a copy for your own records