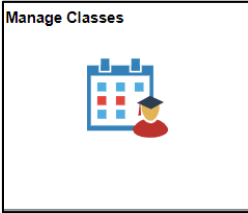
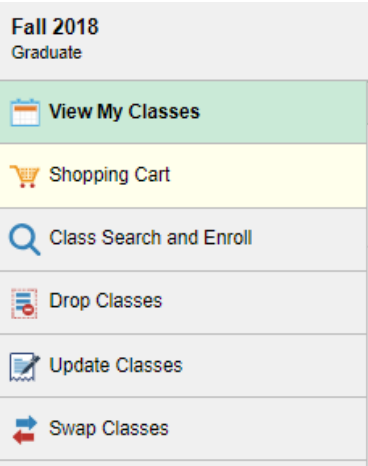
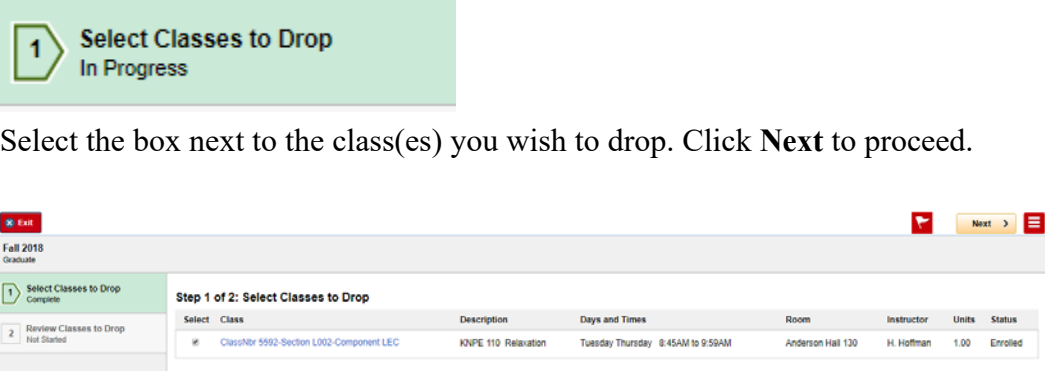
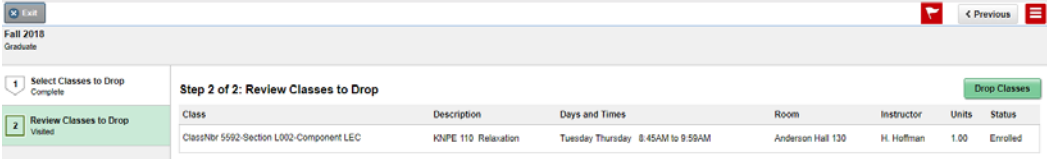
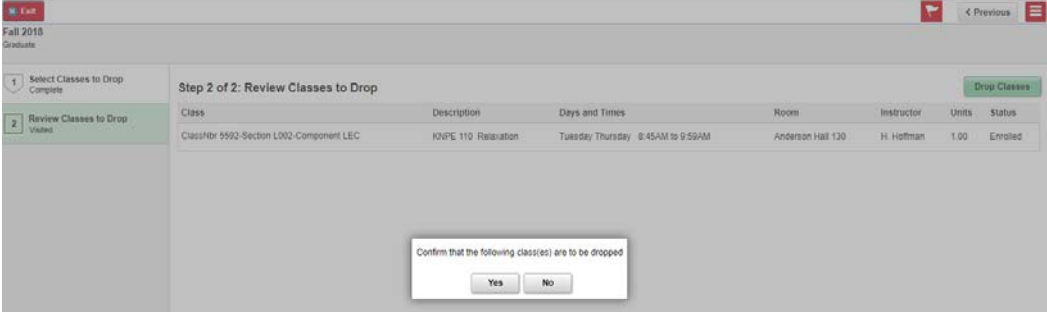


## Dropping Classes via “Manage Classes”

Step	Action																
1.	<p>Click the <b>Manage Classes</b> tile within the MyNIU Student system.</p> 																
2.	<p>Choose Drop Classes from the left menu.</p> 																
3.	<p>Select the box next to the class(es) you wish to drop. Click <b>Next</b> to proceed.</p>  <table border="1" data-bbox="542 1549 1398 1598"> <thead> <tr> <th>Select</th> <th>Class</th> <th>Description</th> <th>Days and Times</th> <th>Room</th> <th>Instructor</th> <th>Units</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Class#br 5592-Section L002-Component LEC</td> <td>KNPE 110 Relaxation</td> <td>Tuesday Thursday 8:45AM to 9:59AM</td> <td>Anderson Hall 130</td> <td>H. Hoffman</td> <td>1.00</td> <td>Enrolled</td> </tr> </tbody> </table>	Select	Class	Description	Days and Times	Room	Instructor	Units	Status	<input checked="" type="checkbox"/>	Class#br 5592-Section L002-Component LEC	KNPE 110 Relaxation	Tuesday Thursday 8:45AM to 9:59AM	Anderson Hall 130	H. Hoffman	1.00	Enrolled
Select	Class	Description	Days and Times	Room	Instructor	Units	Status										
<input checked="" type="checkbox"/>	Class#br 5592-Section L002-Component LEC	KNPE 110 Relaxation	Tuesday Thursday 8:45AM to 9:59AM	Anderson Hall 130	H. Hoffman	1.00	Enrolled										

Step	Action
4.	<div data-bbox="365 275 821 394" style="border: 1px solid green; padding: 5px; margin-bottom: 10px;"> <p><b>2</b> Review Classes to Drop Visited</p> </div> <p>Click the Drop Classes Button to proceed.</p> 
5.	<p><b>Confirmation</b></p> <p>Click Yes to confirm the class(es) are to be Dropped. Click No to abandon dropping the class(es).</p> 
6.	<p>If the enrollment or addition to your cart was successful, you will receive a message with a green checkmark. If something went wrong—it is beyond the add/drop period, a hold on your record to stop you from dropping classes, and so on—a red X will appear.</p> <div data-bbox="383 1423 1406 1535" style="border: 1px solid gray; padding: 10px; margin-top: 10px;"> <p><span style="color: green;">✔</span> <b>KNPE 110 - Relaxation</b> This class has been dropped.</p> </div>
7.	<p>You have completed Dropping Classes.</p>