## **Dropping Classes using myRider**

You may drop classes on-line through the end of the first week of classes using the "Drop Classes" link on the Registration Tools channel located on the Student Information tab on myRider. During the second week of classes, you must drop the class in person in the Registrar's office.



You will be prompted to select a term from which to drop classes, then click the submit button:



Submit

RELEASE: 8.4

In order to drop a class, click on the pull-down list to make your selection then click Submit Changes.

🗢 myRider						
Add or Drop Classes						Webmail Blackboard Ubrary
To add a class, perform a class se	arch or enter the Course Refer	ence number in the Add Cla	ioes Worksheet then selec	ct Submit Change	s. To drop a class, use the options	available in the Action pull-down list.
Current Schedule		1				
Status	Action	CRN Subj Crse S	ec Levei Cred	Grade Mode	Title	
**Registered** on Jan 16, 2012	None	10714 BED 203 B	Undergraduate 1.000	Pass/Fall (P/U)	Desktop Publishing/Graphics	
**Web Registered** on Jan 25, 201	2 None	10011 510 100 0	Undergraduate 3.000	Standard Lette	r Life Science:Human Emphasis	
**Web Registered** on Jan 25, 201	2 Web Drop During Add/Drop	10371 ECO 200 D	1 Undergraduate 3.000	Standard Lette	r Principles of Macroeconomics	
**Registered** on Feb 09, 2012	None	10583 MTH 102 0	Undergraduate 21.00	0 Standard Lette	r Finite Mathematics	
Total Credit Hours: 33.000						
Billing Hours: 33.000						
Minimum Hours: 0.000						
Maximum Hours: 17.000 Date: Feb 29, 2012 11	5 am					
	83.33					
Add Classes Work neet						
CRNs						
Submit Changes Class Search	teset					

One of the two options below will be available to you at different times during the registration period.

- If you elect to drop a class before the first day of classes, the option you will be presented with will be "Web Drop Before Start of Term"
- If you elect to drop a class during the first week of classes, the option you will be presented with will be "Web Drop During Add/Drop"

	Action	
ſ	None	~
	None Web Drop Before Start of Term Web Drop During Add/Drop ┥	

If you elect to drop a class during the second week of classes, you will need to drop the class in person in the Registrar's office.