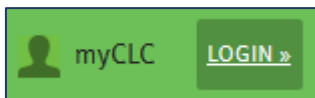
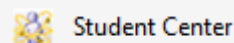


1. Log into **MyCLC** at the bottom of the CLC Website:



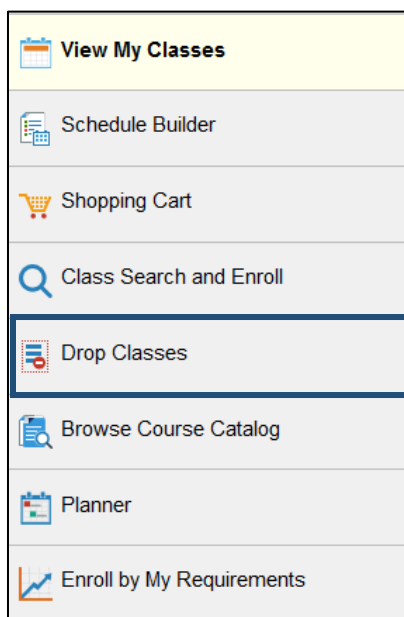
Then click on Student Center under the Launchpad on the left hand side:



2. Click on the **Manage Classes** tile on the Student Homepage:



3. Click on **Drop Classes** on the left sidebar:



4. Select the Classes you want to drop by checking the box next to it:

Drop Classes

Spring 2019
Academic Career

1 Select Classes to Drop
In Progress

2 Review Classes to Drop
Not Started

Step 1 of 2: Select Classes to Drop

Select	Class	Description	Days and Times	Room	Instructor	Units	Status
<input type="checkbox"/>	EDU 121	Introduction to Teaching	Monday Wednesday 10:00AM to 11:50AM	To be Announced	M. Proctor	3.00	Enrolled
<input type="checkbox"/>	EDU 124	Child Development for Educator	Tuesday 2:30PM to 5:15PM	To be Announced	C. Hall	3.00	Enrolled
<input type="checkbox"/>	ENG 122	English Composition II	Monday Wednesday 1:00PM to 2:20PM	To be Announced	Staff	3.00	Enrolled

5. Click **Next**:

Drop Classes

Spring 2019
Academic Career

1 Select Classes to Drop
Complete

2 Review Classes to Drop
Not Started

Step 1 of 2: Select Classes to Drop

Next >

Select	Class	Description	Days and Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	EDU 121	Introduction to Teaching	Monday Wednesday 10:00AM to 11:50AM	To be Announced	M. Proctor	3.00	Enrolled
<input checked="" type="checkbox"/>	EDU 124	Child Development for Educator	Tuesday 2:30PM to 5:15PM	To be Announced	C. Hall	3.00	Enrolled
<input type="checkbox"/>	ENG 122	English Composition II	Monday Wednesday 1:00PM to 2:20PM	To be Announced	Staff	3.00	Enrolled

6. Review Classes to Drop and Click **Drop Classes**:

Drop Classes

Spring 2019
Academic Career

1 Select Classes to Drop
Complete

2 Review Classes to Drop
Visited

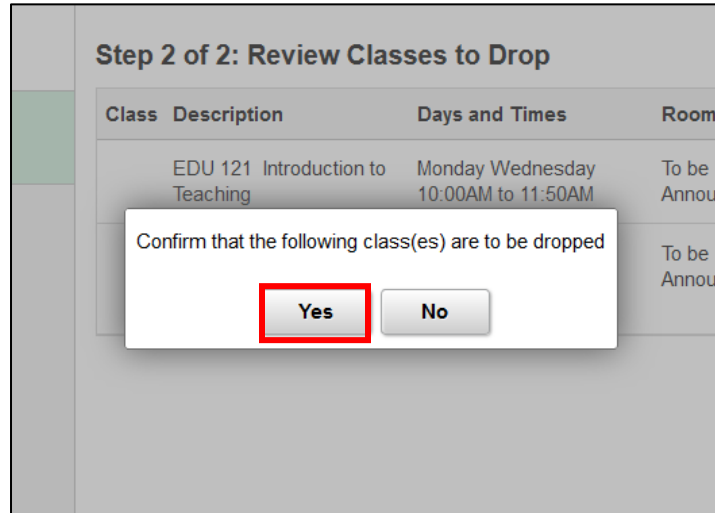
Step 2 of 2: Review Classes to Drop

Drop Classes

Previous

Class	Description	Days and Times	Room	Instructor	Units	Status
EDU 121	Introduction to Teaching	Monday Wednesday 10:00AM to 11:50AM	To be Announced	M. Proctor	3.00	Enrolled
EDU 124	Child Development for Educator	Tuesday 2:30PM to 5:15PM	To be Announced	C. Hall	3.00	Enrolled

7. Click **Yes** to Confirm:



8. Review Confirmation page for any error messages, the green check mark ✓ means the drop was successful:



A red ✗ means you are unable to drop the class:

