

How to Drop a Course in College Scheduler

STEP 1:

Go to the MyWCC Portal - <u>HTTPS://MYWCC.SUNYWCC.EDU</u> - and, under "SIGN IN", put your USER ID and PASSWORD. (If you have not already created your USER ID and PASSWORD, this must be done first!).

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STEP 2:

Click on the "Student Self Service Center" Tile.



STEP 3:

Click on the "College Scheduler" tile.



STEP 4:

On the top of your schedule, click on the "Edit or Drop Classes" button.

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	Class #	Status	Section	Subject	Course	Instr	uctor	Day	(s) & L	ocatio	n(s)	Cre	dits	C	ampu	s
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	18573	Enrolled	XD30	ENG	101			M 1	2:00pn	n - 2:50)pm	3	3	Yonke	ers Ca	m
	19231	Enrolled	1001	MATH	117				Onl	ine		3	3	Mair	n Cam	pu
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STEP 5:

Select the course(s) you wish to drop by checking the "**drop**" box and clicking on the "**save**" button.

ild Schedule Shoppi	ng Cart (0) Current	Schedule (4)		
Edit or Drop (Classes for S	pring 202	3	Cancel Save
Course	Section		Class Settings	Actions
ECON-101	D001	Grading Basis	A-F Grading 👻	🗆 Drop
ENG-101	XD30	Grading Basis	A-F Grading 👻	🗆 Drop
MATH-117	1001	Grading Basis	A-F Grading 👻	🗆 Drop
PSYCH-101	1005	Grading Basis	A-F Grading 👻	Drop

If successful, you will receive a green checkmark along with messaging that the course has successfully been removed from your schedule. If unsuccessful, you will receive an error message indicating the reason.

Course	Section	Grading Basis	A-F Grading +	Actions
ECONTOT		Outline Davis	A 5 Quadian	
ENG-101	XD30	Grading Basis	Arr Grading •	Drop
MATH-117	1001	Grading Basis	A-F Grading 👻	🗇 Drop
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If more help is needed, please see our How To Videos on using College Scheduler at the link below: https://www.sunywcc.edu/admissions/registering-for-classes/how-to-videos/