



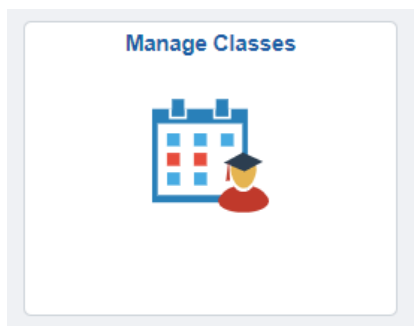
# How to drop a class

Dropping your only class & adding another one...

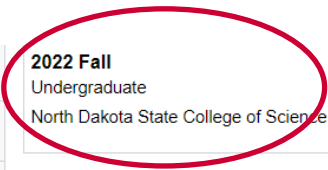
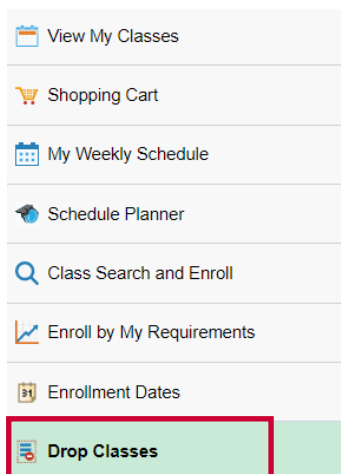
ADD first and then DROP.

[www.ndscs.edu/campusconnection](http://www.ndscs.edu/campusconnection)

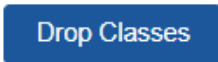
## 1. Click on the Manage Classes Tile



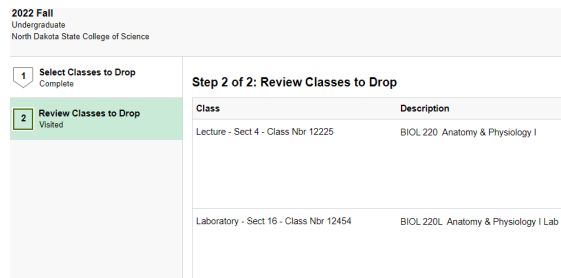
## 2. Click on Drop Classes → then choose the semester



## 4. Proceed through step 2 by clicking the

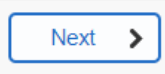


button on the top right

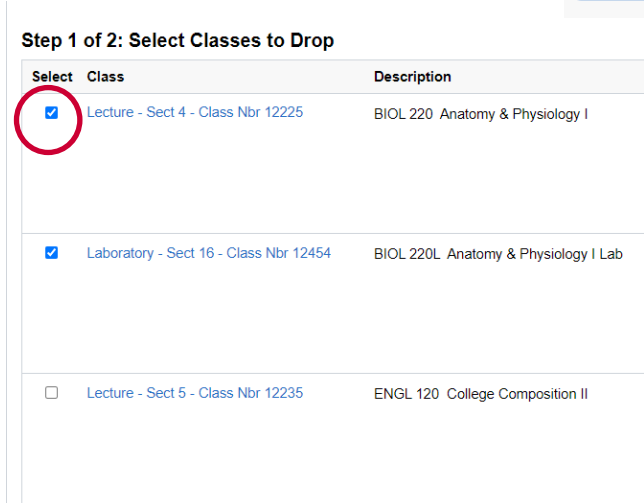


**Before dropping a class you need to check with your high school to make sure it isn't needed for high school graduation**

## 3. Click in the check box next to the course(s) you want to drop → then click



**\*Dropping all classes and not adding another— you need to contact the Dual Credit Office for further instructions.**



**Any questions— We are happy to help!**  
**Dual Credit Office**  
[ndscs.dualcredit@ndscs.edu](mailto:ndscs.dualcredit@ndscs.edu)  
**Dawn Knudson 701-671-2437**  
**Missy DeHaan 701-231-6908**  
**\*\*REFUND schedule:**  
<https://www.ndscs.edu/dualcredit/refund-schedules-dual-credit>