Quick Guide: Dropping Classes

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1. After you have logged into your CUNYfirst account, select HR/Campus Solutions on the left side Enterprise Menu

2. You will get a popup window with more options.
3. Click on Self Service
4. Click on Enrollment
5. Click on Enrollment: Drop Classes
6. Select the semester you would like to drop a class for
7. Click Continue
8. Check the box for the class you would like to drop.

9. Click **Drop Selected Class** to move onto step 2 of the process.

10. Click **Finish Dropping** to finish the process.
11. The View Results page shows the status of your drop request as either successful (✔️) or as an error (❌).