

# Instructions for Dropping a course after you have Registered

To drop a course you have already registered for, select "Add/Drop Classes" from the Registration menu in MyInfo.

Personal Information Student Services Financial Aid Communications

RETURN TO MENU SITE MAP HELP EXIT

## Registration

REMINDER: MSU does not mail paper bills. Bill notifications are sent to you via [Electronic Billing page](#) to setup a parent to receive the bills.

Many subject abbreviations and course numbers are changing; For more information, see the [Change Course Numbers](#) page.

### CatCourse Scheduling

CatCourse is a tool for creating a personalized class schedule at MSU.

### CatCourse Registration Cart

Register for courses which have been added to the Registration Cart from CatCourse.

### Information for New Course Numbers

### Course Number Equivalency Tool

### Add/Drop Classes

### Change Class Options

### Student Schedule by Day & Time

### Student Detail Schedule

### Check Your Registration Status

### Registration Timetable

### Select Term

From the Add/Drop Classes menu, select the course under Current Schedule that you wish to drop. Select "Drop on the Web" from the pull down menu, then select "Submit Changes".

## Current Schedule

Status	Action	CRN	Subj	Crse	Sec Level	Cred	Grade Mode	Title
**Web Registered** on Jun 08, 2015	None	21209	PHOT	113RA	Undergraduate	Semester 3.000	Traditional	Understanding Photography
**Web Registered** on Jun 08, 2015	None	21214	PHOT	113RA	Undergraduate	Semester 0.000	Traditional	Understanding Photography
**Web Registered** on Jun 08, 2015	Drop on the Web	21214	WRIT	101W	Undergraduate	Semester 3.000	Traditional	College Writing I

Total Credit Hours: 6.000

Billing Hours: 6.000

Minimum Hours: 0.000

Maximum Hours: 21.000

Date: Jun 08, 2015 11:07 am

## Add Classes Worksheet

### CRNs

Submit Changes Class Search Reset

Note: The Last Day to Add courses using MyInfo and CatCourse is the 5<sup>th</sup> day of the semester. The Last Day to Drop courses using MyInfo is the 10<sup>th</sup> day of the semester. After these dates, students must submit an Add/Drop form with Instructor and Advisor signatures.

## To Add additional courses after registering, return to CatCourse.

In CatCourse, notice the original courses you added are still listed and checked under **Courses**. To generate new schedules incorporating what you've already registered for, you must uncheck courses from this list that you wish to not be included in new schedule generations. You may add new courses as well.

The courses that you've already enrolled in appear under **Current Schedule**. You may uncheck these to generate new schedule options, but you still must drop courses under the Add/Drop menu in MyInfo (see back of this page for instructions).

**Courses** + Add Course

- FILM 101IH** Understanding Film and Media Options
- FILM 112** Aesthetics of Film Productn I Options
- M 121Q** College Algebra Options
- US 101US** First Year Seminar Options
- WRIT 101W** College Writing I Options

**Breaks** + Add Break

- practice** MTWThF - 2:00pm to 3:00pm Edit

**Current Schedule**

<input checked="" type="checkbox"/>	Status	Subject	Course	Component	Instructor	Dates	Day(s) & Location(s)
<input checked="" type="checkbox"/>	Enrolled	FILM	101IH	Lecture	Nelson, Andrew Patrick	08/25/2015 - 12/08/2015 08/27/2015 - 12/10/2015	T 1:10pm - 5:00pm - LINH 125 Th 2:05pm - 2:55pm - LINH 125
<input checked="" type="checkbox"/>	Enrolled	FILM	112	Lecture	Joyce, James B	08/24/2015 - 12/07/2015 08/24/2015 - 12/07/2015	M 8:00am - 9:50am - VCB 233 M 12:00pm - 12:50pm - CHVR 215
<input checked="" type="checkbox"/>	Enrolled	M	121Q	Lecture	Not Assigned	08/25/2015 - 12/10/2015	TTh 9:25am - 10:40am - WIL 1134

**Registration Cart**

<input checked="" type="checkbox"/>	Subject	Course	Component	Instructor	Dates
<input checked="" type="checkbox"/>	US	101US	Seminar	Not Assigned	08/24/2015 - 12/11/2015
<input checked="" type="checkbox"/>	WRIT	101W	Recitation	Davis, Jill D	08/25/2015 - 12/10/2015

**Schedules**

Generate Schedules

When ready, click "Generate Schedules", click "View" on your preferred schedule, then "Sent to Registration Cart".

Any courses remaining in your Registration Cart that have not been registered appear under **Registration Cart**. Uncheck these courses if you wish to generate new schedule options.

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