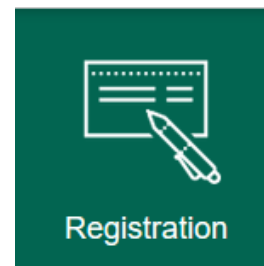


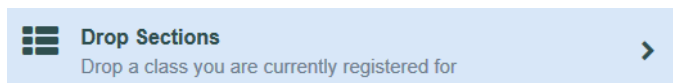
How Do I Drop A Class Online?

1. Go to <http://m.4cd.edu> (or the InSite app) and sign in using your username and password.

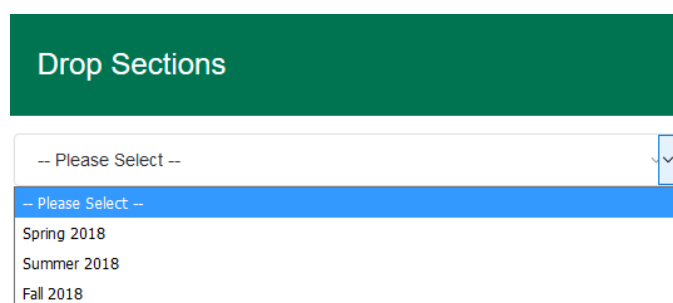
2. Click the “Registration” tile.



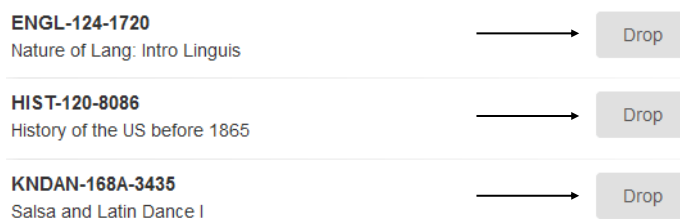
3. Choose “Drop sections”.



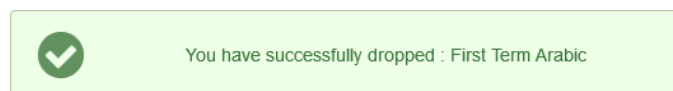
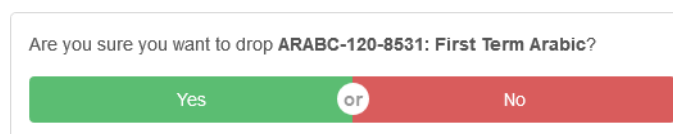
4. Pick the semester in which the class you want to drop is taking place.



5. Find the class you wish to drop, and press the “Drop” button on the right.



6. Confirm you wish to drop the class. You will then see a confirmation message.



You can also drop classes through the Student Planning Tool, by pressing the “Drop” button on the desired class.

