How to Drop Classes

1. Log into **CLC Student Portal** at the bottom of the CLC Website:

2. Click on the **My Classes** Tab:

3. Click on **Manage Classes** under the **Class Schedule** Tile:

4. Click on **Drop Classes** on the left sidebar:
5. Select the Classes you want to drop by checking the box next to it:

6. Click **Next**: 
7. Review Classes to Drop and Click **Drop Classes**: 

![Drop Classes Screen](image)

8. Click **Yes** to Confirm:

![Confirmation Screen](image)

9. Review Confirmation page for any error messages, the green check mark ✅ means the drop was successful:
A red ✗ means you are unable to drop the class: