## Campus Solutions For Students: Dropping Classes

Drop classes in to Campus Solutions. From the Student Center, under the Manage Classes tile, use the menu to see which classes you can drop. Select the class and follow the prompts to drop it.

## To drop classes:

- 1. Go to the HWS PeopleSoft Website
- 2. Click Campus Solutions
- 3. Log in with your HWS Network ID and password
- 4. On the Student Center, click the tile Manage Classes

Simply select from the list of PeopleSoft environments below and log in using your HWS credentials.

CAMPUS SOLUTIONS



 Image: Shopping Cart

 Image: Class Search

 Image: Drop Classes

 Image: Swap Classes

5. On the lefthand menu, click Drop Classes

- 6. Select the class you want to drop
- 7. At the upper right, click Next

						Next	t >			
all 2024 ndergraduate Degree										
Step 1	of 2: Select Class	ses to Droj	р							
Step 1	of 2: Select Class	Description	p Days/ Times	Room	Instructor	Units	Star			

- 8. If your selection is correct, at the upper right click **Drop Classes**
- 9. On the confirmation, click **Yes**

After the drop processes, you will see a confirmation page.

Step 2 of 2: Review	Drop Classes					
Class	Description	Days/ Times	Room	Instructor	Units	Status
Section 02 (4135) - LEC	MDSC 303 Hist.of the Social Documentar	Tuesday Thursday 1:10PM to 2:40PM	GC 228 Gearan MDSC Classroom	J. Gu	1.00	Enrolled