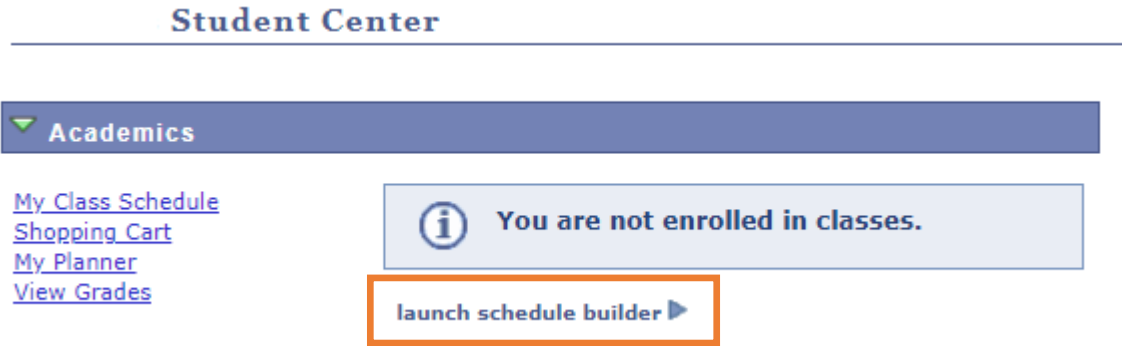

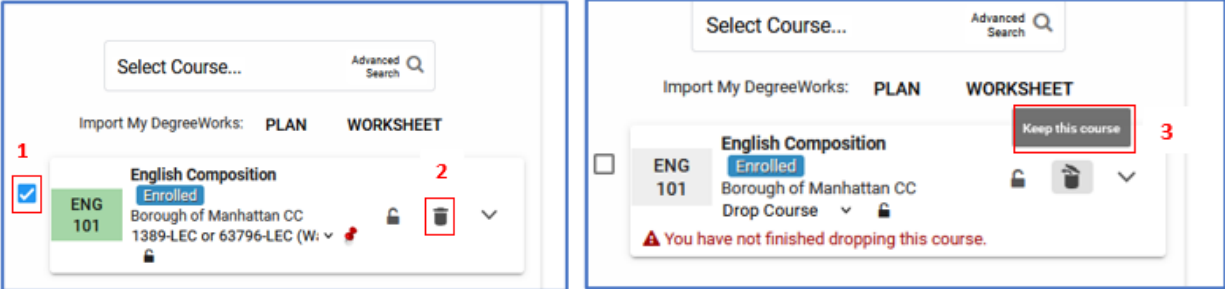


# How to Drop/Withdraw a class via Schedule Builder

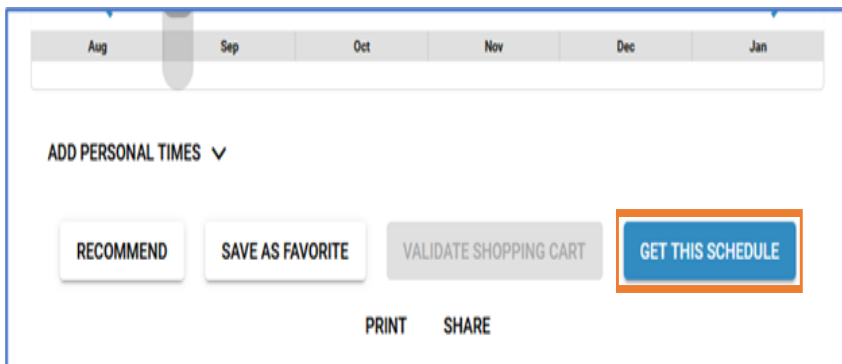
Please follow the steps in the table to drop/withdraw a class.

Step	Action
1	<ul style="list-style-type: none"> <li>Log into CUNYfirst: <a href="https://home.cunyfirst.cuny.edu">https://home.cunyfirst.cuny.edu</a></li> <li>Go to "Student Center"</li> </ul>
2	<ul style="list-style-type: none"> <li>Click "Launch Schedule Builder":</li> </ul> 
3	<p>Select your semester: Click on <b>Fall 2021</b></p> 
4	<p>1- Check the box next to the course you wish to drop/withdraw from, and                  2-click on the little recycle bin. 3- To cancel: click on "keep this course"</p> 

**Step**

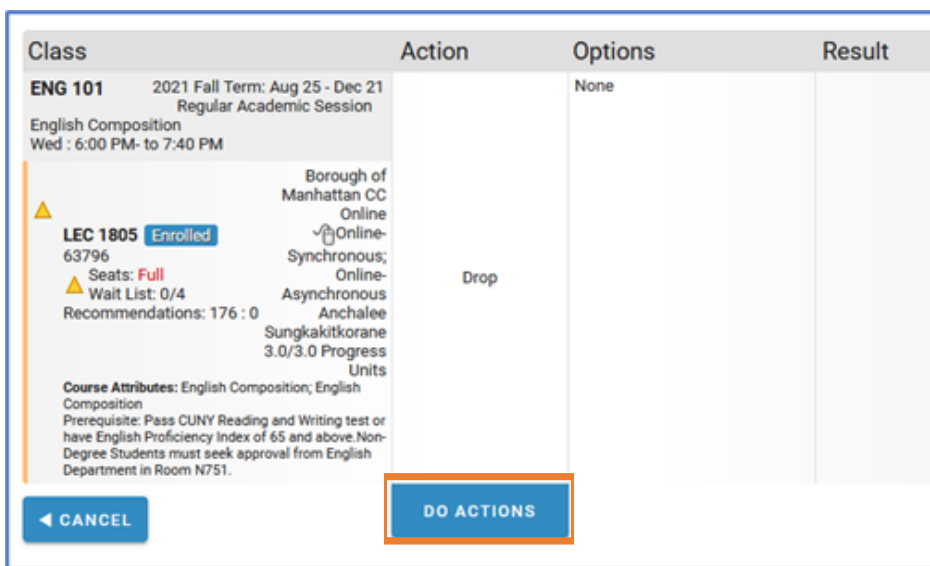
**5**

Click "**Get this Schedule**" to continue on dropping/withdrawing the class:



**6**

Click "**Do Actions**" to finish dropping/withdrawing the class:



**7**

You should get a result of "**Dropped**", and in case of withdrawal you will see this message: "**You have given a grade of W for this class**".

