# How do I drop a course?

## Login

To request a drop, you first need to login at <u>https://keeplearning.uidaho.edu</u> by clicking **Login** then **Student Login**.

If you do not remember how to login, please see these instructions



# **Dropping a Course**

Once you have logged in, click on **My Enrollment History**, find the course that you want to drop. If requesting a drop is available, you will see a **Request Drop** button.



### **My Current Courses**

Course No. and Title		Enrolled	Term	Academic Units	CEUs	Actions and Status	
Reptations	TEST X123.123.123 - 001 - LMS Test	Dec 11, 2023	2023-2024 - FY 23-24	-		Print	•
0	AGED Test - 001 - Multi-Credit Pricing Test	Dec 13, 2023	2023-2024 - FY 23-24	-	3	Print	•
0	EDSP X505.WAYPAIO - 001 - Why Aren't You Paying Attention: Influences & Outcomes	Jan 30, 2024	2023-2024 - FY 23-24	-	0	Print	0
Human Sciences	College Of Education, Health, and						
	XWTR 501.MWS.P - 2F.24.1 - IDAH20 MWS Island Park	Feb 1, 2024	2023-2024 - FY 23-24		-	Request Drop Print	•

### Select a drop reason and then hit submit.

#### You have requested to drop XWTR 501.MWS.P - 2F.24.1 - IDAH20 MWS Island Park

Provide a reason for your drop request. We will attempt to process your drop and any applicable refunds immediately. If your drop request requires review by a staff member you will receive a decision by email.

Select a drop reason:*	~
Other:	Cancelled or rescheduled course
	Course content did not match description
_	Course load too demanding
Cancel	Course no longer needed
_	Course or program application rejected
Required fields are indicated by *.	Emergency - illness / death / other
	Enrolled in wrong class
	Need to change form of payment
	Not challenging enough
	Registration or administrative error
	Schedule conflict: family commitment
	Schedule conflict: work
	Technical difficulty
	Too advanced

You should receive an email outlining any decision, as well as any refunds.