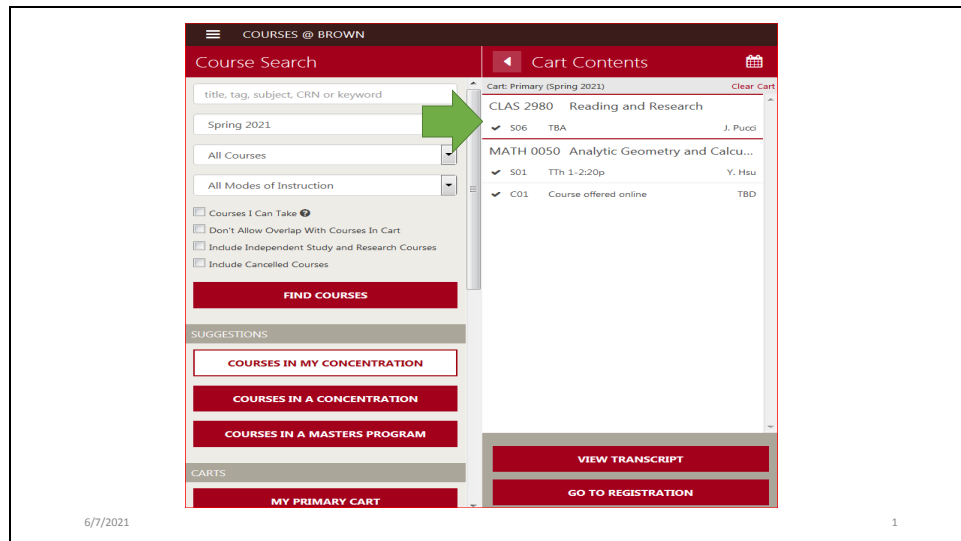
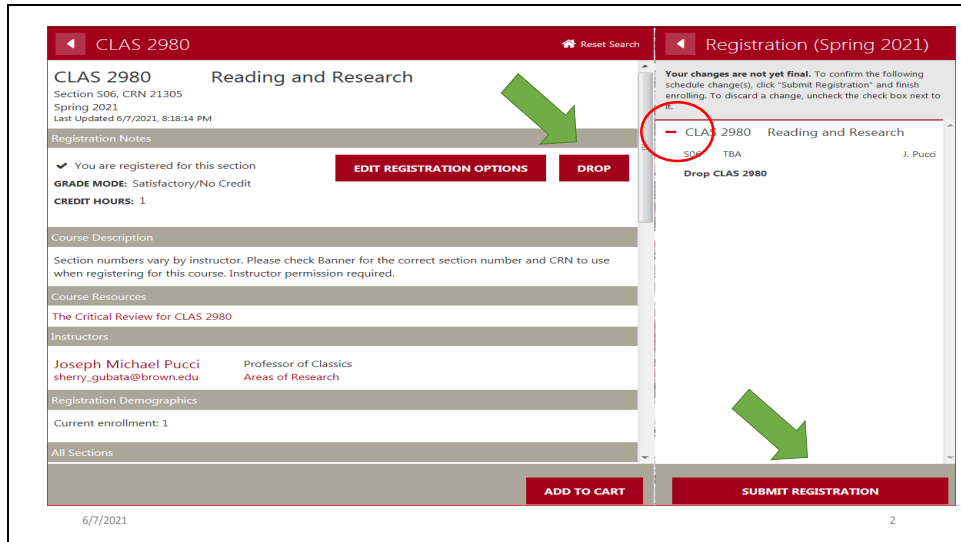


Slide 1



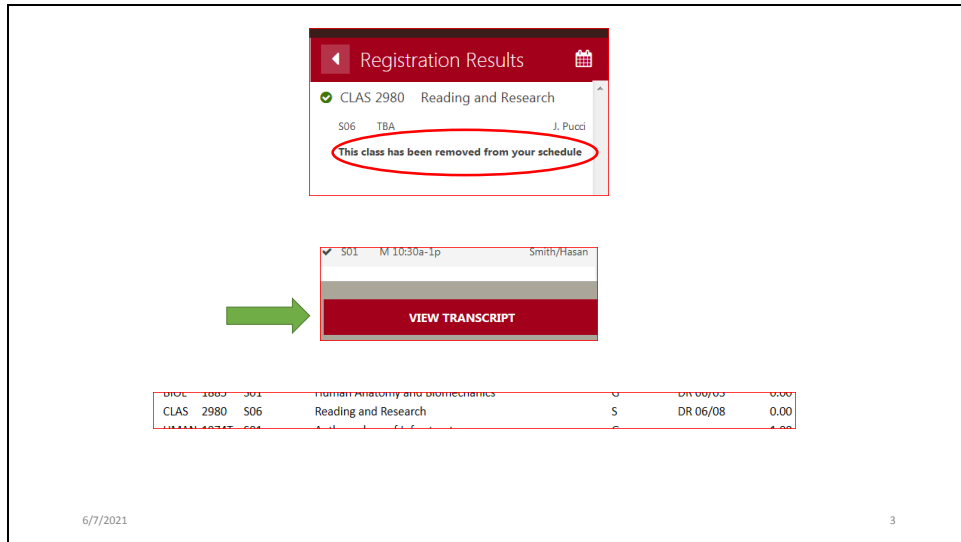
You can drop a class directly from your primary cart in courses@brown (<https://cab.brown.edu>). Log in and navigate to your primary cart. Find the Registered course you wish to drop (Registered courses have a grey checkmark to the left of them), and click the course to open the details panel.

Slide 2



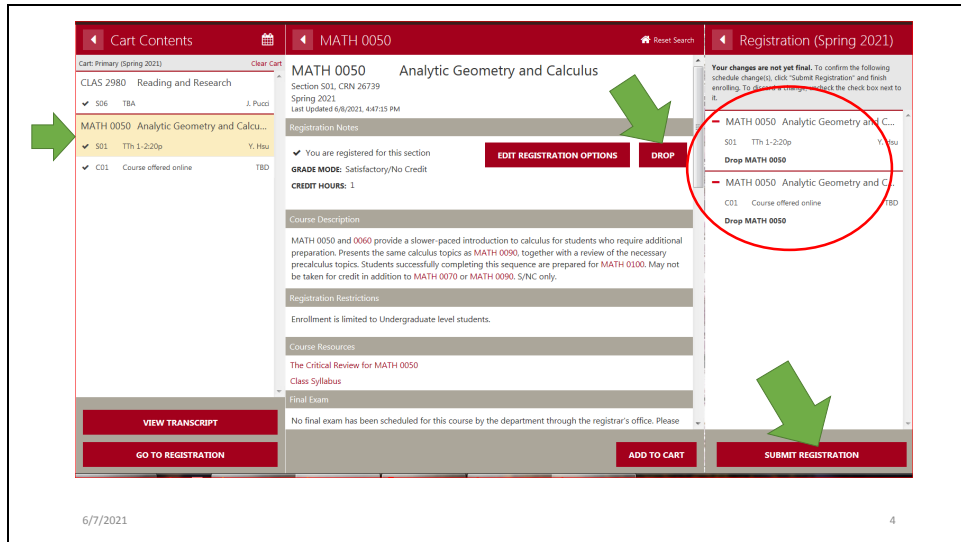
Next click the Drop button in the course details. The course will be staged to drop immediately with a red minus sign indicating it will be removed from your registration. Click the Submit Registration button to complete the transaction.

Slide 3



If the drop is successful, you will see a confirmation message that the course has been removed from your schedule, and it will no longer be in your cart. When you go back to your cart, you can click the View Transcript button to check your internal academic record to be sure the course is no longer there or has the Recorded Drop indicator with the date of the drop. Note: courses dropped prior to the second week of classes will be removed from your transcript; those done after the second week are recorded on the internal transcript.

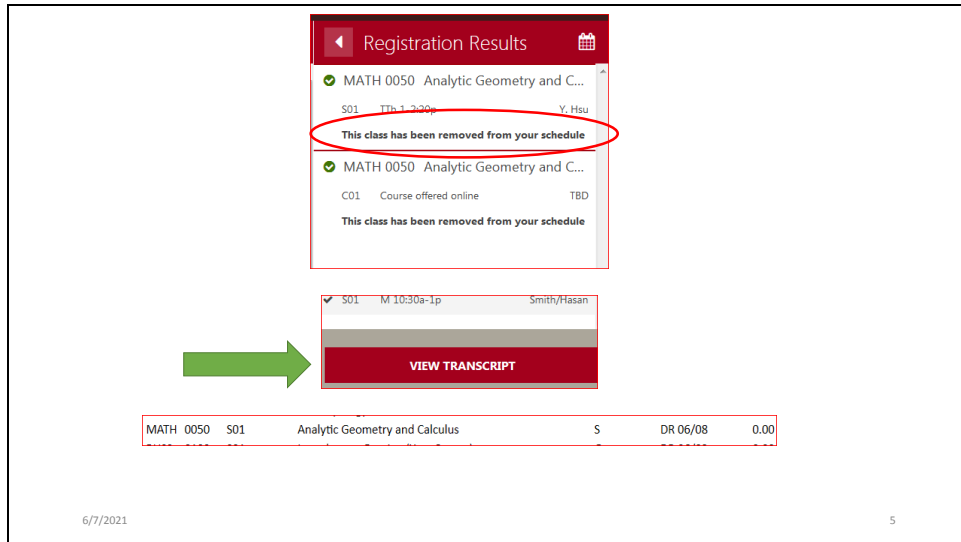
Slide 4



If a course has linked components – for example, a lecture with a required lab or discussion section – the other components will be staged to drop when you drop any one of the linked/co-requisite components. If you wish to only drop one component but not the entire set please refer to the swapping courses tutorial.

If you do wish to drop the entire set of courses, click one of the components in your primary cart to expand the details. Next click the Drop button and the panel will slide open to show both the lecture and the discussion section staged to be dropped. Click the Submit Registration button to complete the transaction.

Slide 5



If the drop is successful, you will see a confirmation message that the course has been removed from your schedule, and it will no longer be in your cart. When you go back to your cart, you can click the View Transcript button to check your internal academic record to be sure the course is no longer there or has the Recorded Drop indicator with the date of the drop.