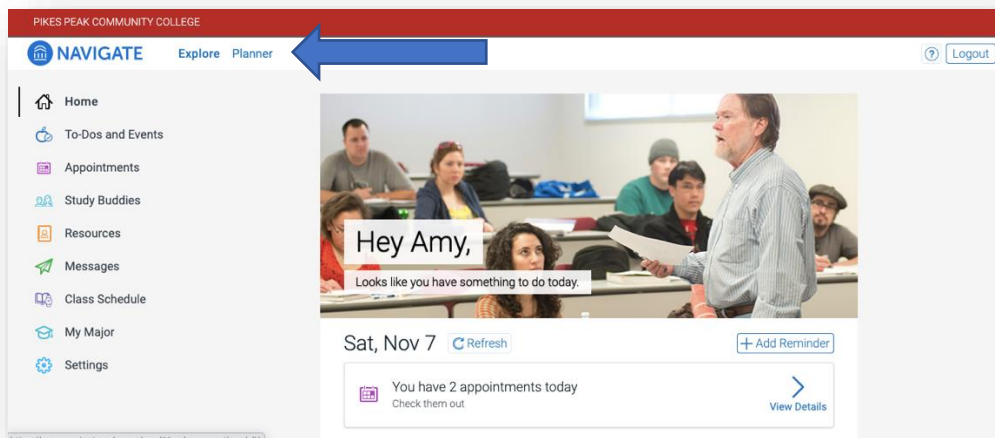




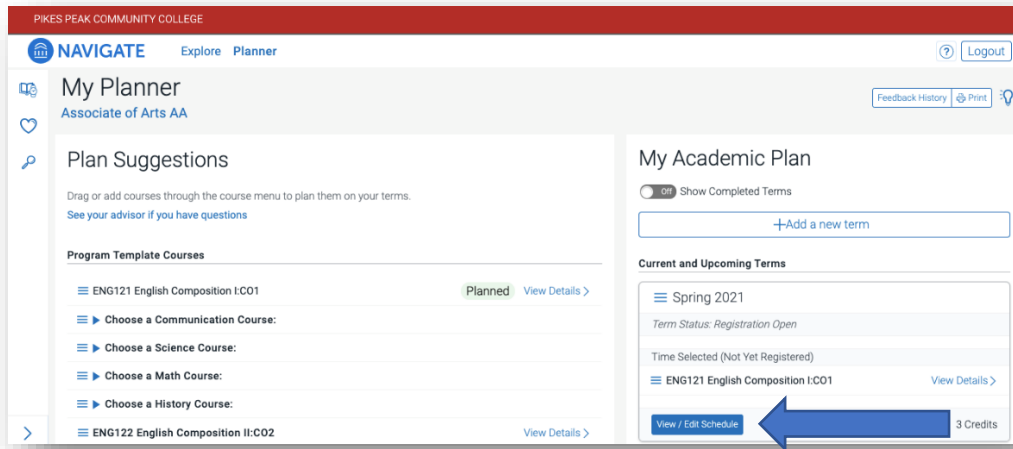
Dropping Courses in Navigate

******Before dropping or withdrawing from a class, check with Financial Aid and/or Military & Veterans Programs (if you are using any VA Benefits, GI Bill, Tuition Assistance, MyCAA) to see if there will be any consequences as a result.******

1. Log in to Navigate through the myPPCC portal or navigate.ppcc.edu using your student number including the capital S.
 - Returning Login: Password you created. Forgot your Password? Follow prompts to create a new password.
2. Click on “Planner”.



3. Under “My Academic Plan”, click on the “View/Edit Schedule” button.



- Scroll down underneath “My Schedule” you will see “Registered Courses”.
- **Note: Classes not dropped by the drop date will be considered a Withdrawal. You will still be responsible for paying the tuition and you will have a grade of “W” for withdrawal listed on your transcript for that semester.**



4. In the upper left-hand corner of the class you want to drop, you will see a small box with the three blue lines.
 1. Click on the blue lines, and you will see the option to “Drop Course” (if the drop date has passed, you will not see this option).



5. Click on “Drop Course”.

Registered Courses

Drop Course

CIS118 Intro PC Applications CRN 31622

Jan 20th - May 11th 2021, 16 Weeks

Online

Check with instructor for times

Meiklejohn, Nancy
PPCC Online Campus | PPCC Online Room# ONLINE
PPCC Online Campus | Address Not Available
The last day to drop without penalty: Feb 4th 2021

6. When you have dropped the class, the course will move back to “My Planned Courses”.

PIKES PEAK COMMUNITY COLLEGE

NAVIGATE Explore Planner Logout

Back to My Planner

Spring 2021

Pay Tuition Register

My Planned Courses

CIS118 Intro PC Applications

Sections

Block Busy Time

Find classes that work for your calendar faster or view more time and location preferences. Choose a class on the left to find class times.

Got it

Evening