

WITHDRAWING FROM A CLASS DURING THE TERM

Students are responsible for initiating their own drop forms. Students receiving aid should check with Financial Aid and/or Sponsors to understand the consequences of withdrawing from a class before taking these steps. Proper submission will be acknowledged by a "Thank You" after a few seconds.

This information (1, 2, 3, 4, 5) below must be accurate or you will not be able to submit the drop form!

1	Your RCC student email address For the username tu0682837, the email address is	username@st.robeson.edu tu0682837@st.robeson.edu	My RCC student email address:
2	The correct reference for your course	Samples OST 080 N1 ENG 111 MN2 AHR 133 D1 CIS 110 O3	My Course reference/name: LOG INTO MOODLE TO COLLECT INFORMATION YOU NEED.
3	Your instructor's RCC email address	zlastname@robeson.edu	My instructor's RCC email:
4	Your student ID number (not your SS#)	Click on the WebAdvisor tab. Then select MY PROFILE from the menu on the left. For this sample student: 0682837	My Student/College ID
5	The academic year will be	<input type="text" value="14"/> <input type="text" value="15"/>	

For the drop form, navigate to: <http://robeson.edu/current-students/registration/> or from the main page at www.robeson.edu, click on "Current Students" and then "Registration".

Click on "**Course Drop Form.**" Complete the form by entering only your student email address and the required information in the red boxes. Red boxes not visible with every browser. **Do NOT volunteer last date attended or**

<p>Best advice, provide required information ONLY!</p> <p>Name: Last, first Date (today) ID# RCC email - required, but is not in red box Semester Year example : 2014-2015 Course Number and Section Number Course title, instructor email Type your name as a "signature" and approve</p>
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<p>Your Moodle account is a great one-stop resource to find the information you need to complete this form.</p>
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