Dropping Classes

- When in your MyUTTyler Student Homepage, select the Manage Classes tile.
- You should see an option on the left-hand menu that says, “Drop Classes”. Select this option.
- You will see a list of available terms. Please select the term for which you wish to drop a class.
Check the box for the desired class to be dropped (more than one may be selected)

Once the classes are selected, the “Next” button will appear. Select “Next” to continue.

Review your selections to assure the proper classes have been selected.

After review, select “Next.”
Select a withdrawal reason from the drop down menu and add a short comment.

After review, select “Drop Classes”

Final Confirmation

Your drop has been requested! The date you complete the drop request will be the date of record for the withdrawal. Notifications will be sent once the request to drop classes has been completed.
One-Stop  
903.566.7180  
enroll@uttyler.edu  
www.uttyler.edu/enroll