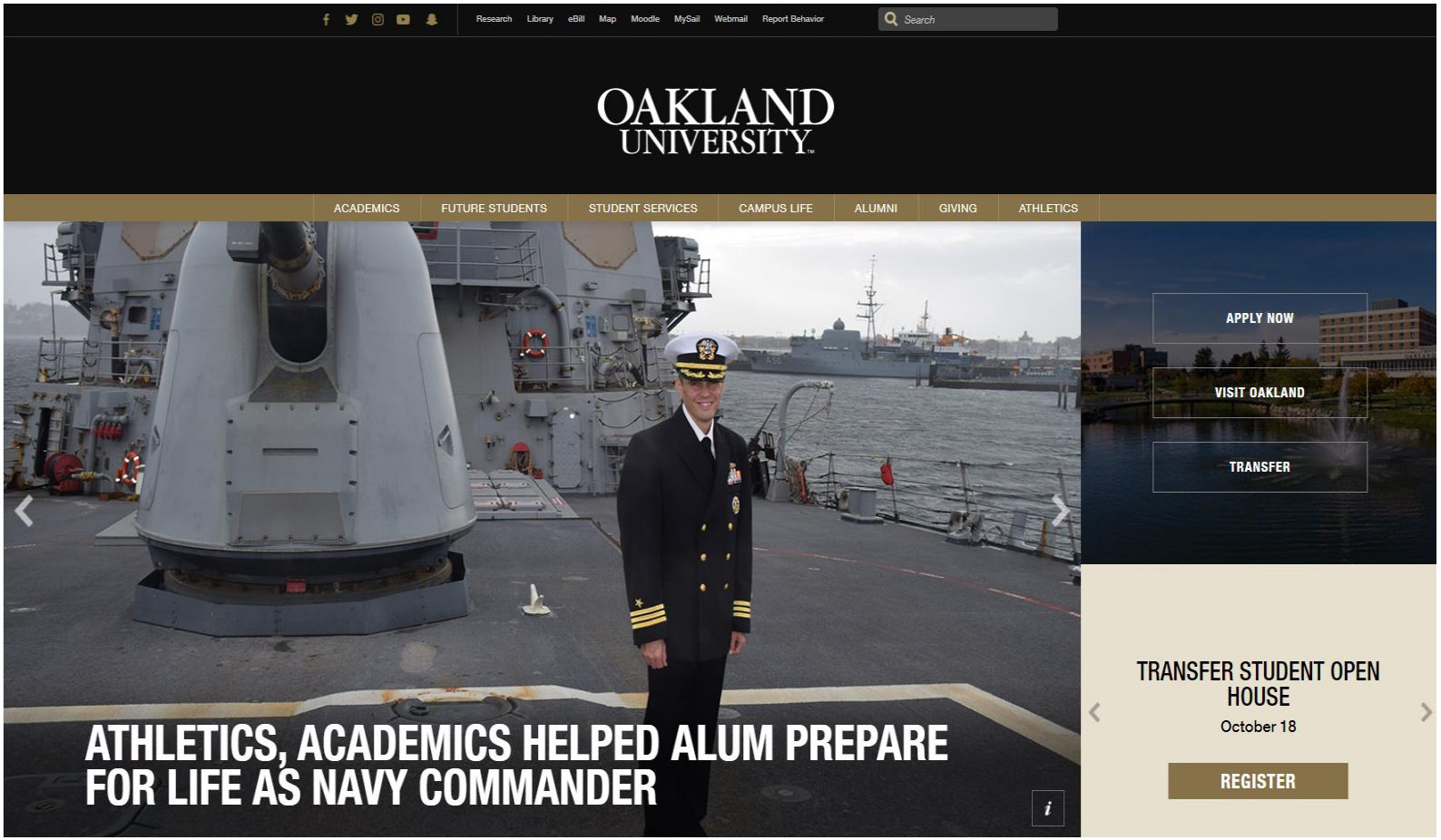
DROPPING A COURSE

STEP-BY-STEP GUIDE

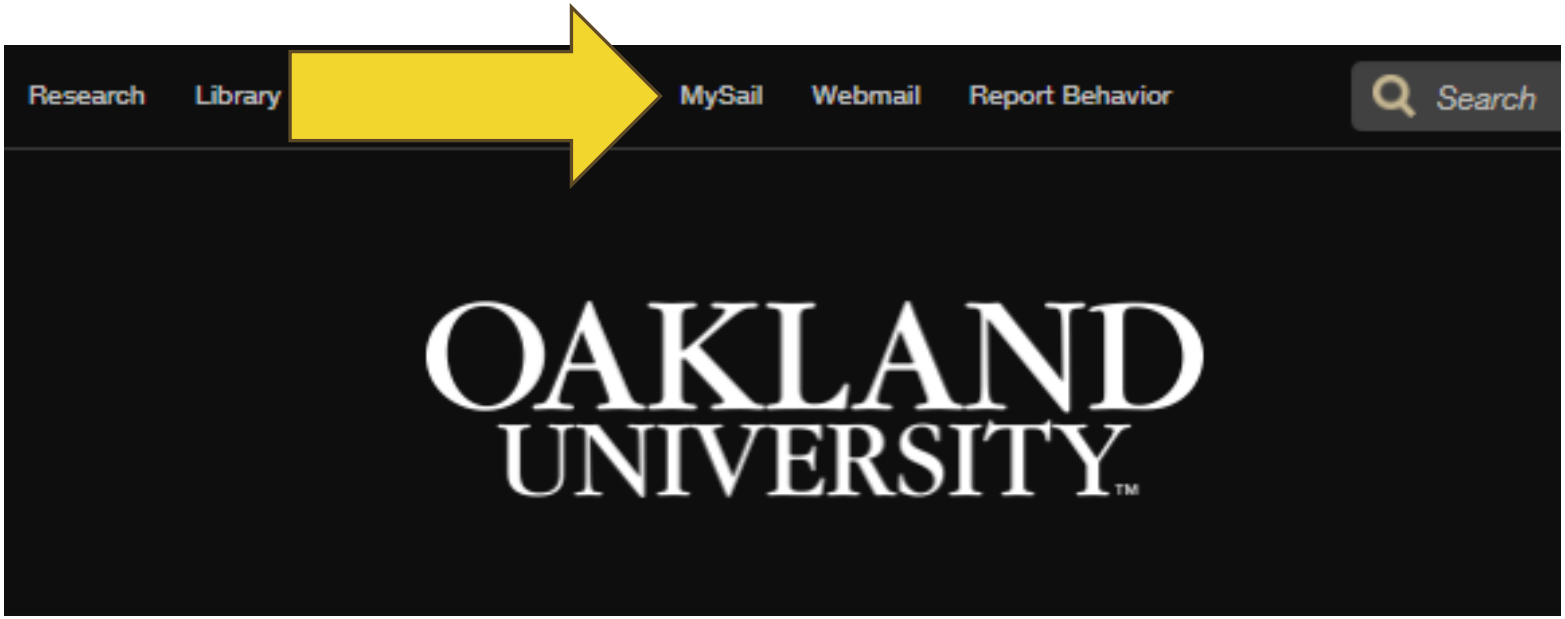
STEP ONE

Open a web browser and go to oakland.edu.



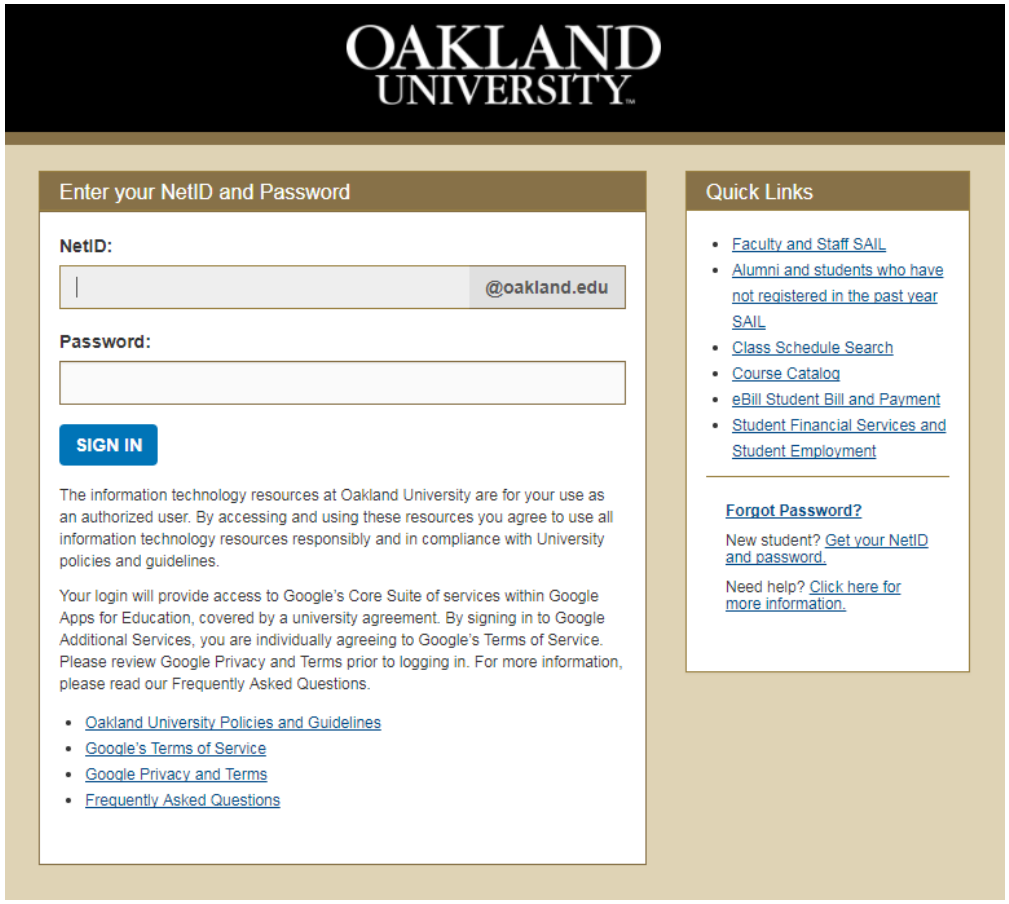
STEP TWO

Click on MySAIL.



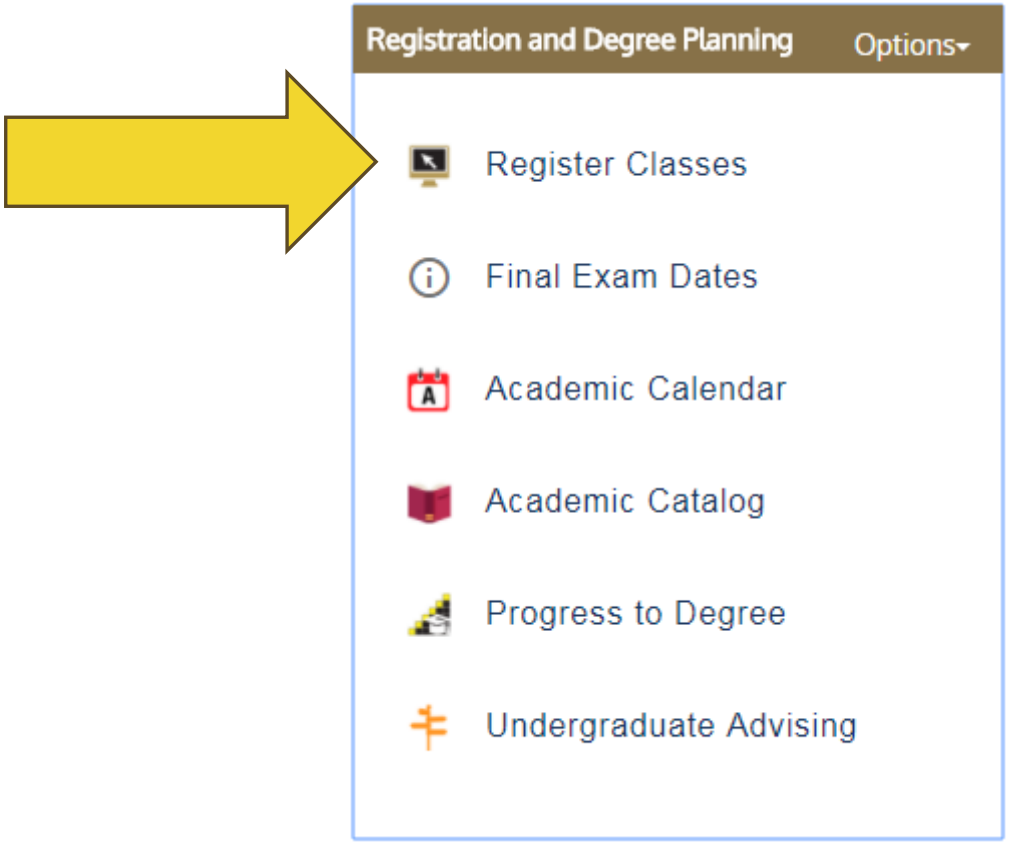
STEP THREE

Enter Your NetID username and password then click “Sign-In.”



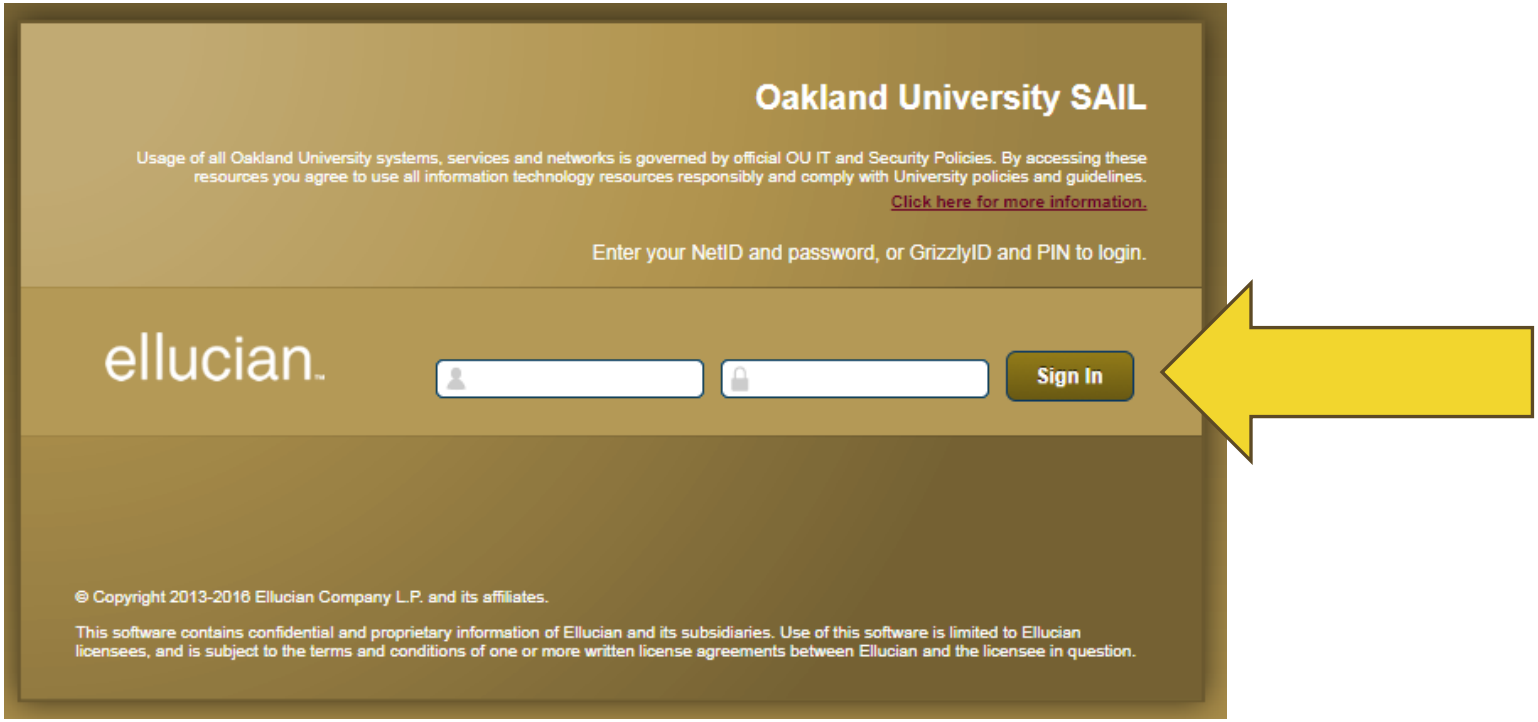
STEP FOUR

Under ‘Academic Resources’ select “Register for Classes.”



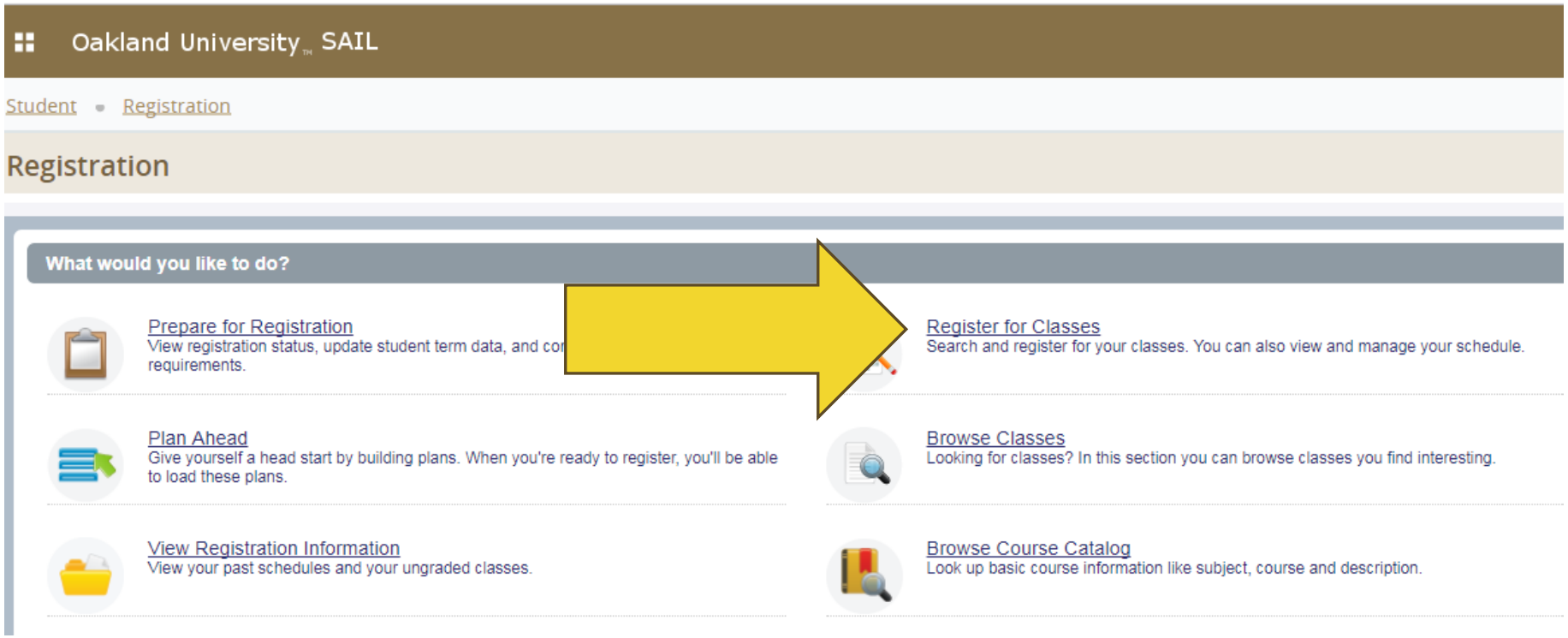
STEP FIVE

Enter Your NetID username and password. Click “Sign-In.”



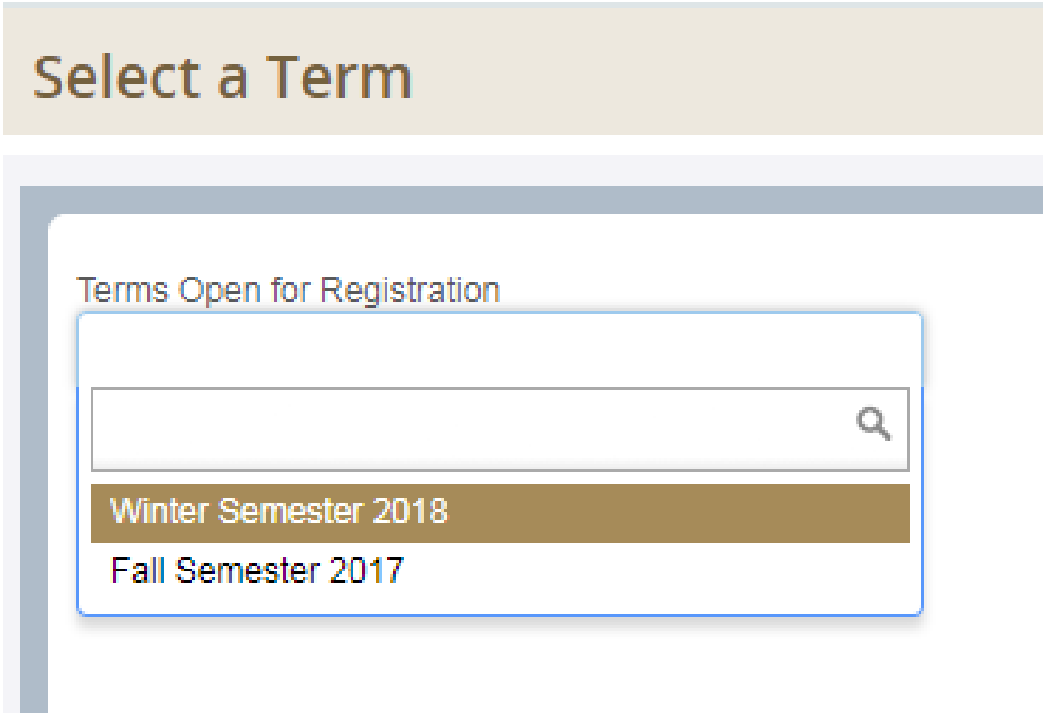
STEP SIX

Select “Register for Classes.”



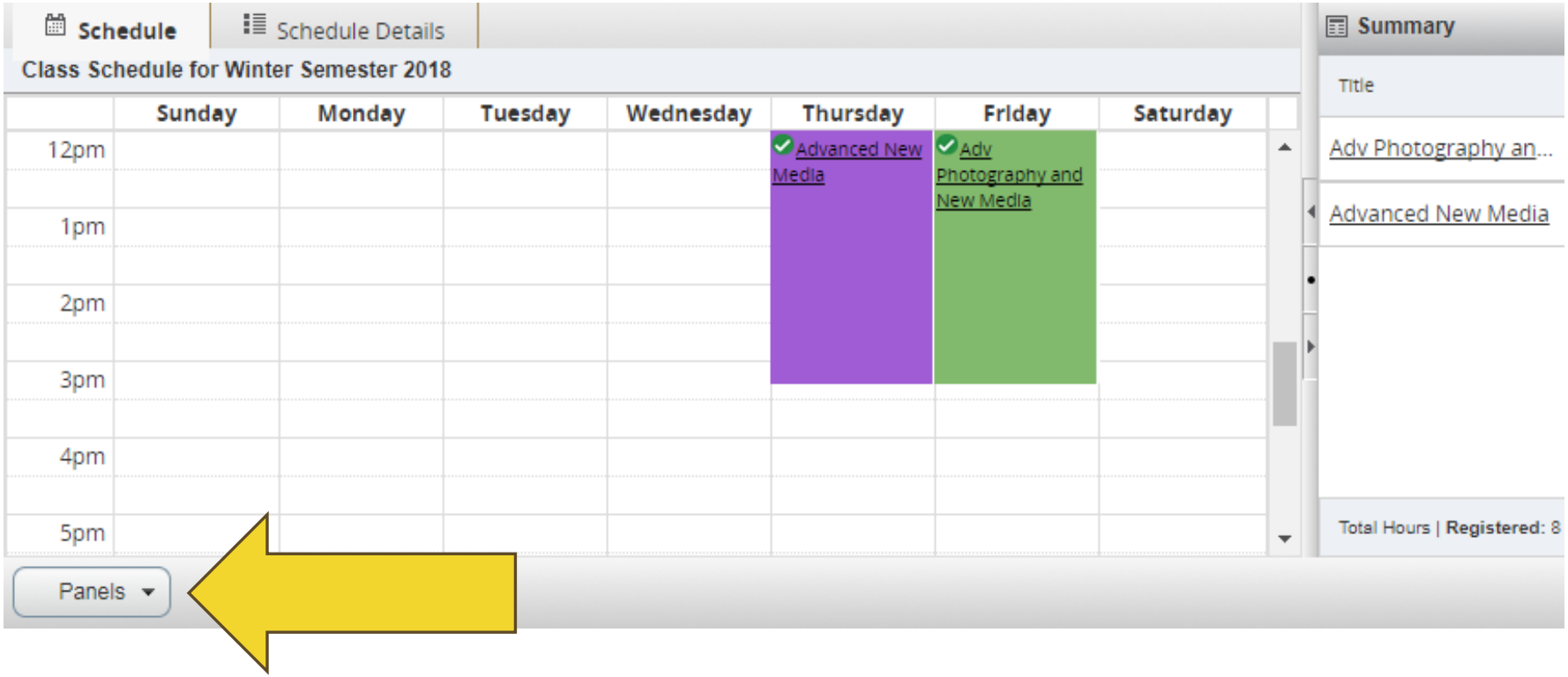
STEP SEVEN

Select the appropriate term you want to register for.



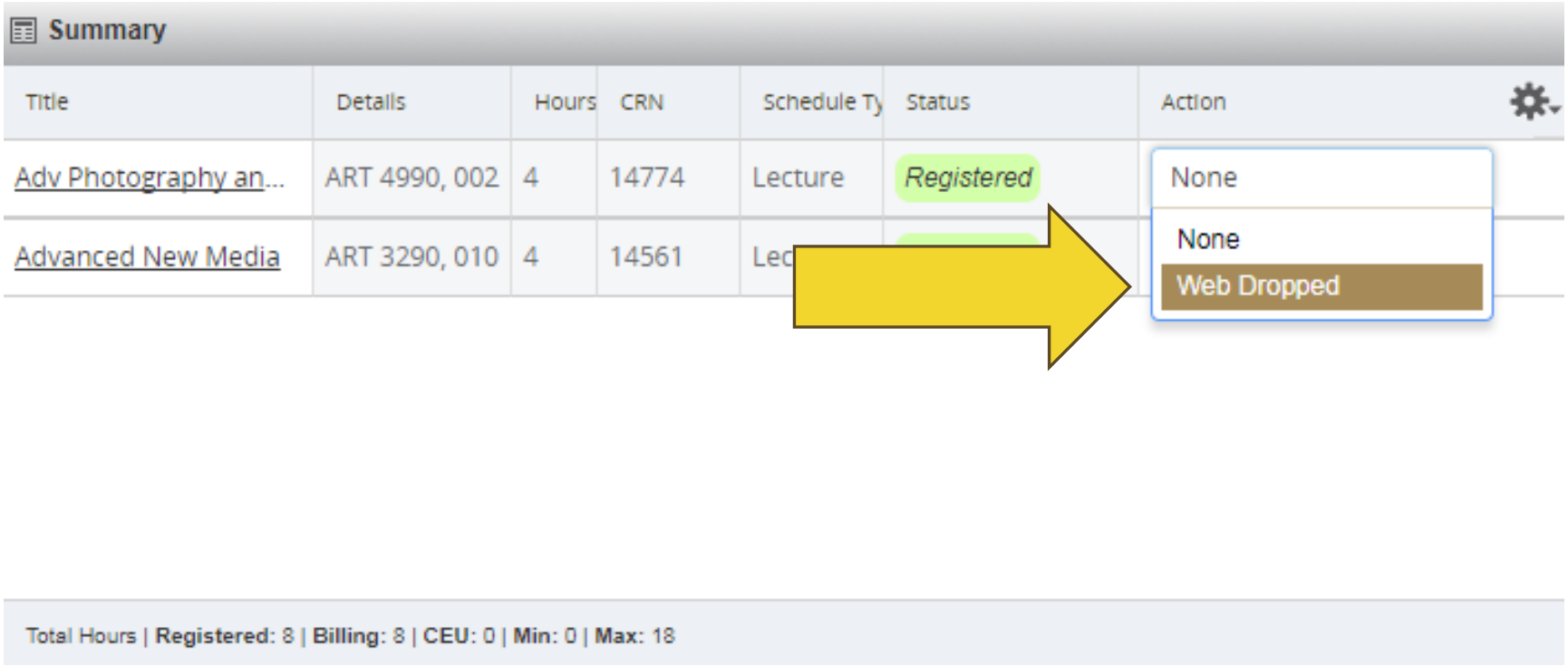
STEP EIGHT

Select the “Panels” button located at the bottom left corner to open your schedule.



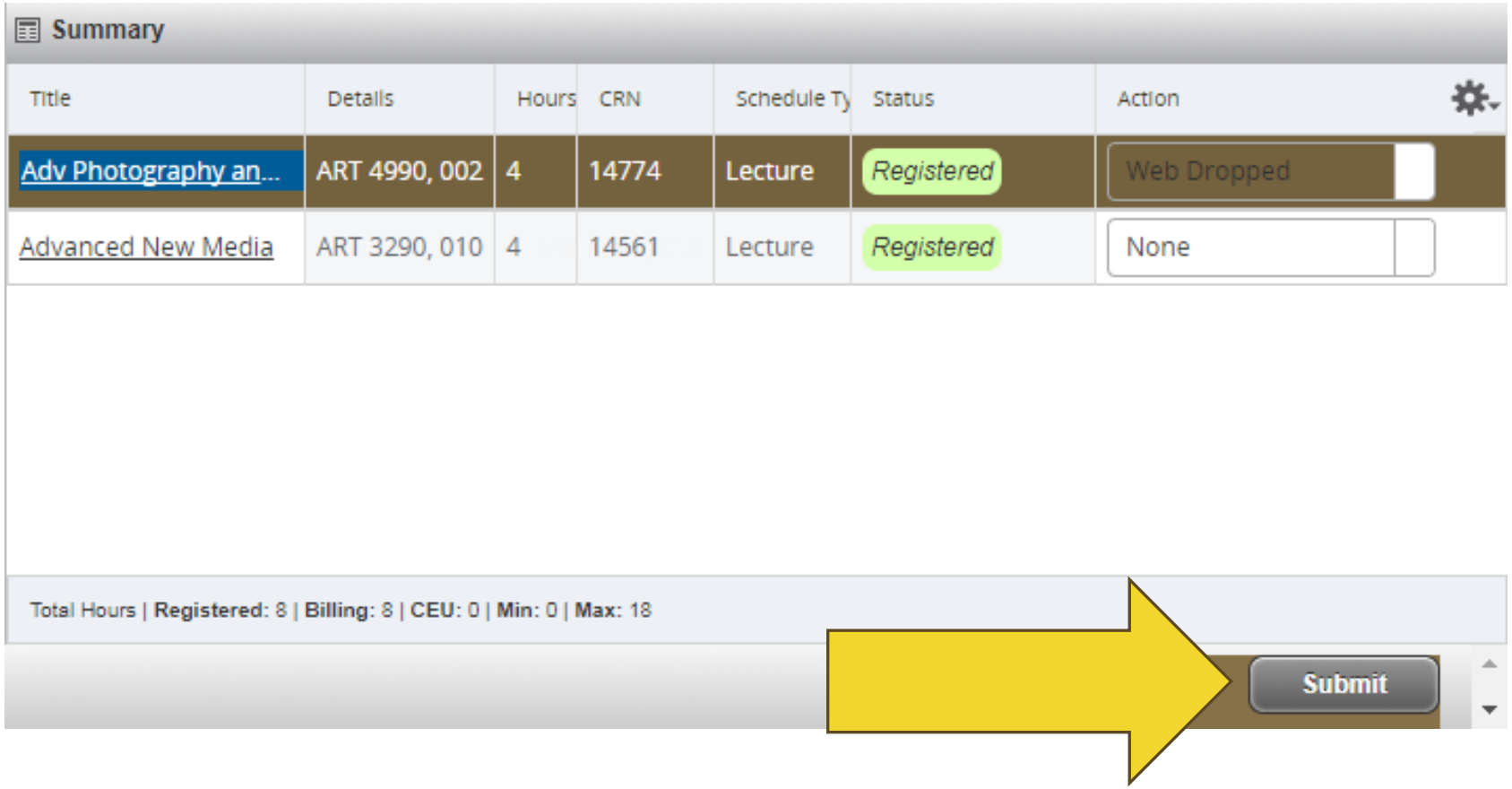
STEP NINE

Under the summary panel, identify the class you wish to drop and in the action column select “Web Dropped.”



STEP TEN

Click “Submit.” Check the summary panel to make sure the course has dropped.



For additional registration assistance, contact the **First Year Advising Center**

North Foundation Hall, Room 121
(248) 370-3227