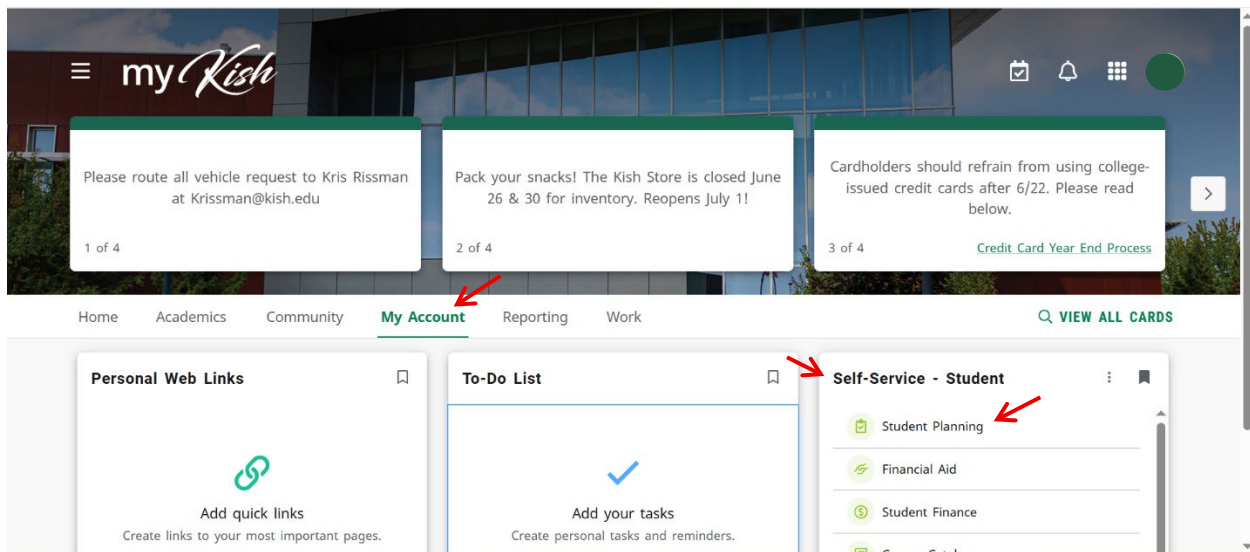


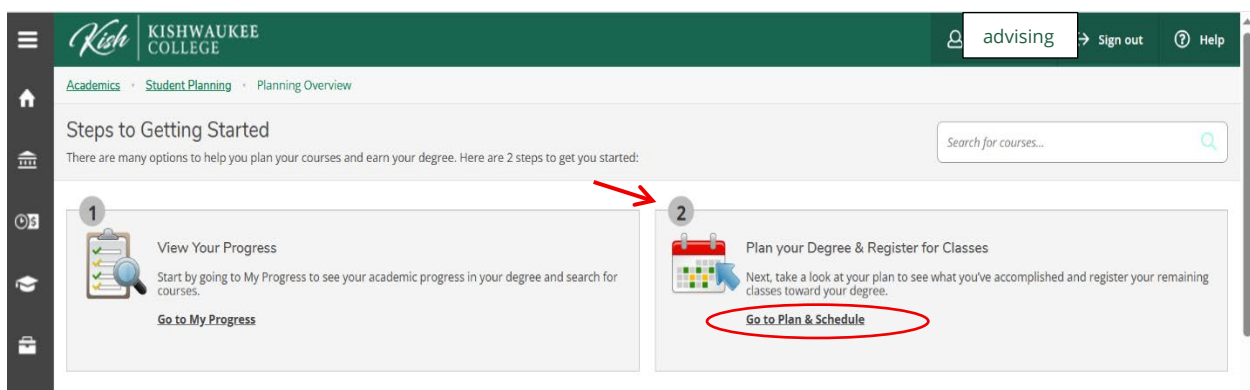


Dropping Courses

- 1) Login to your [MyKish account](#).
- 2) Navigate to the "My Account" section, then locate the card labeled "Self-Service – Student." From there, click on "Student Planning."



- 3) In the second box, click on "Go to Plan & Schedule."





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- 4) In the “Plan Your Degree and Schedule Your Courses” section, identify the course you wish to drop. If you're within the designated [drop period](#), you will be able to use the “Drop” button beneath the course—click it to proceed. **Note:** If the drop period has passed, you'll need to contact your assigned academic advisor to discuss withdrawing from a course.

The screenshot shows a web interface for course selection. On the left, a sidebar contains navigation icons. The main area displays course information for 'ENG-103-3014: Composition I'. The status is 'Registered, but not started'. Below this, details include 'Credits: 3 Credits', 'Grading: Graded', 'Instructor: Earl, J', and '9/15/2025 to 12/12/2025'. A green 'Drop' button is visible, with a red arrow pointing to it. To the right of the course details is a calendar grid showing days of the week (Sun-Sat) and times (8am-3pm).

- 5) Once you press the “Drop” button, a confirmation screen will populate. Select the courses you'd like to drop. Then click “Update.”

The screenshot shows the same course selection interface as before, but with a confirmation dialog box open. The dialog box is titled 'Register and Drop Sections' and contains the text 'You have elected to drop: ENG-103-3014 (3 Credits)'. Below this, it says 'Select sections to drop:' and lists 'ENG-103-3014 (3 Credits)' with a checked checkbox. At the bottom of the dialog box are three buttons: 'Cancel', 'Update', and a green 'Drop' button. Red arrows point to the 'Drop' button in the background and the 'Update' button in the dialog box.



- 6) To confirm you successfully dropped the course, the course will display as “Planned” and the “Register” button will show under the course.

The screenshot displays the course registration interface for Kishwaukee College. On the left is a dark sidebar with navigation icons. The main content area has a top navigation bar with a calendar icon, navigation arrows, the text 'Fall 2025', and a '+' button. To the right of this bar are two buttons: 'Remove Planned Courses' and 'Register Now'. Below the navigation bar are three buttons: 'Filter Sections', 'Save to iCal', and 'Print'. A status summary shows 'Planned: 3 Credits', 'Enrolled: 0 Credits', and 'Waitlisted: 0 Credits'. The course list on the left shows 'ENG-103-3014: Composition I' with a status of '✓ Planned' (circled in red). Below the course name, details are listed: 'Credits: 3 Credits', 'Grading: Graded', 'Instructor: Earl, J', '9/15/2025 to 12/12/2025', and 'Seats Available: 17'. There are links for 'Meeting Information' and 'View other sections'. A green 'Register' button is prominently displayed, with a red arrow pointing to it. To the right of the course details is a weekly schedule grid with columns for Sun through Sat and rows for time slots from 8am to 3pm.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
8am							
9am							
10am							
11am							
12pm							
1pm							
2pm							
3pm							