This is a step-by-step guide about how to drop a course using your new self-serve portal.

Begin by logging into MyConcordia portal. Once logged in, click on “My Student Centre” located on the upper left-hand side of the screen to access your self-service dashboard.

Under Academics click “Enrol”. Choose the specific academic term (ex. Winter) and click “Continue”. Next, under Enrol, click the “Drop” tab. Select which course(s) you would like to drop and click “Drop Selected Courses”. Review your choice and click “Finish Dropping”.

1. **Student Centre**

   - Under Academics click “Enrol”.

   - Click on “Enrolment Services” located on the upper left-hand side of the screen to access your self-service dashboard.

   - Under Academics click “Enrol”. Choose the specific academic term (ex. Winter) and click “Continue”.

   - Under Enrol, click the “Drop” tab.

   - Select which course(s) you would like to drop and click “Drop Selected Courses”.

   - Review your choice and click “Finish Dropping”.

2. **Enrolment Services**

   - concordia.ca/your-SIS
3. Under Enrol, click the “Drop” tab.

   NOTE: If you receive the message ‘You are not authorized for self service enrollment at this time’, select the ‘change term’ button and select the correct term.

4. Select the specific term you wish to drop classes from and click "Continue".

5. Select which course(s) you would like to drop and click “Drop Selected Courses”.

concordia.ca/your-SIS
6. Review your choice and click “Finish Dropping”.

7. View your results.

*If unable to drop course, the following will display:

*If the course was successfully dropped, the following will display:

concordia.ca/your-SIS