

WEB REGISTRATION

DROPPING A COURSE:

Please note: Courses may only be dropped on the web during the 100% Add/Drop period.

Review the Academic Calendar(s)

- Go to www.ramapo.edu
- Scroll to the bottom of the screen
- Select Web Self-Service
- Enter your E-MAIL ID (all lower case letters) and PIN
- Click on STUDENT & FINANCIAL AID
- Click on ADD/DROP CLASSES
- Select the current TERM
- Click SUBMIT
- Scroll to the bottom of the of the page.
- Beneath CURRENT SCHEDULE is a list of your courses.
- Go to the course you want to drop and use the pull down option under the Action heading.
- Click on the arrow and choose, DROP WEB.
- Click on SUBMIT CHANGES at the bottom of the page
- Refresh to be sure your changes were saved