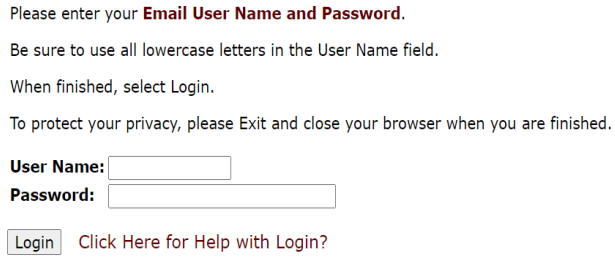
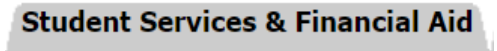
Dropping a Course in Web Self Service 9

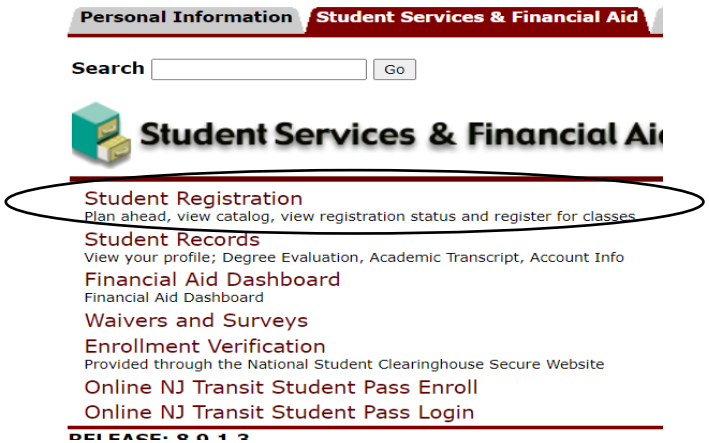
- Visit the Following Website:
  - https://ssba.ramapo.edu:8443/myssb/twbkwbis.P_WWWLogin
- Enter Username
  - IE: jramapo
- Enter Password
  - Enter your Email Password
- Click Login



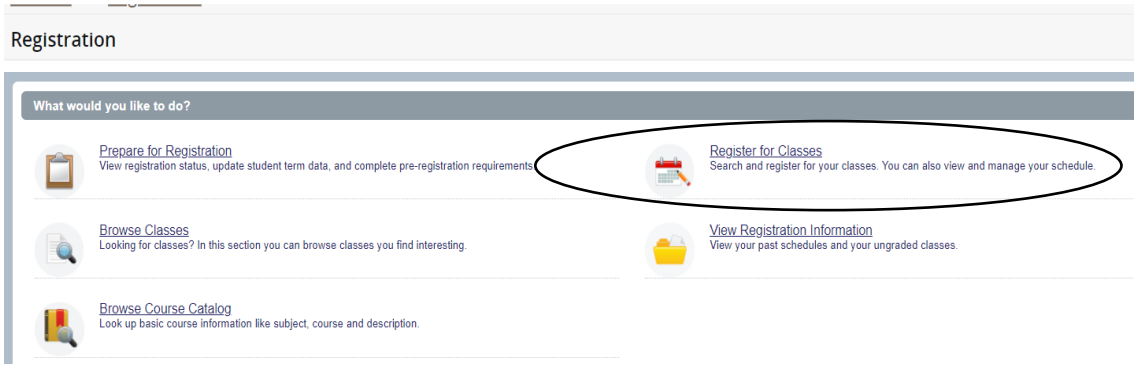
- Click on Student Services and Financial Aid Tab

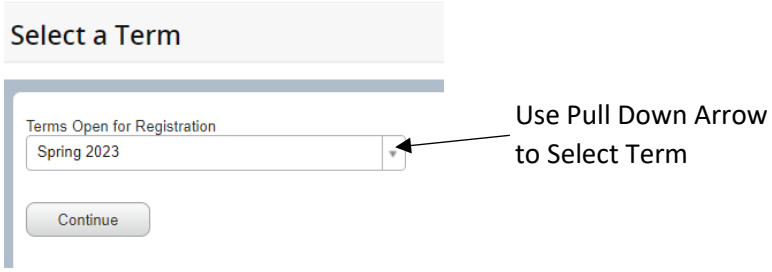


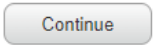
- Click Student Registration



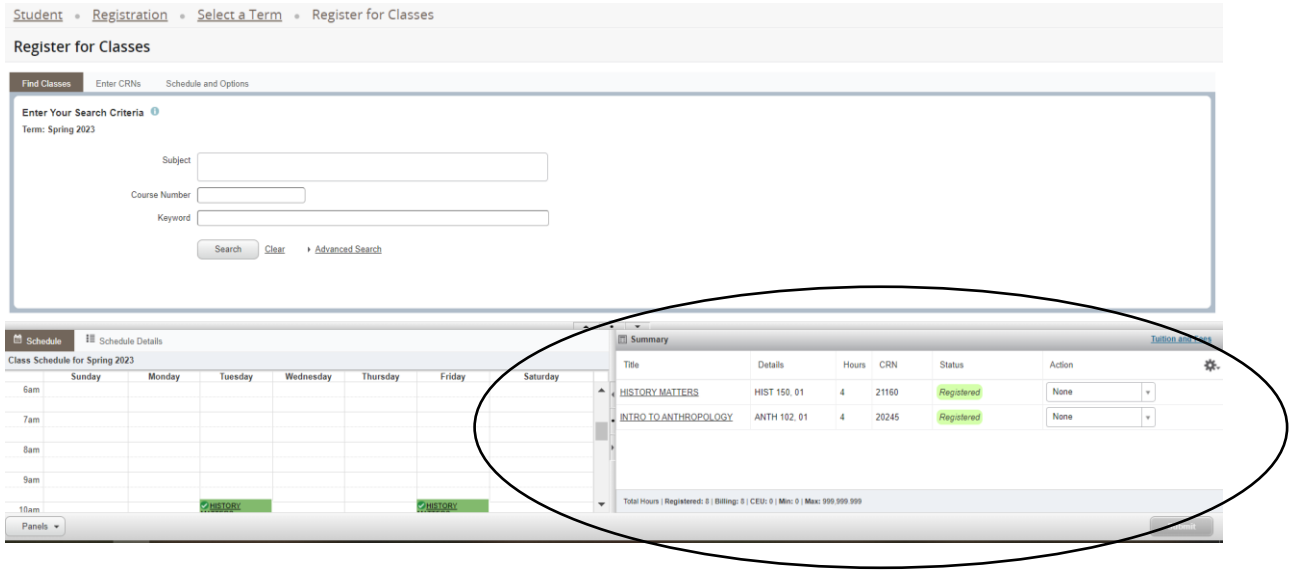
- Click on Register for Classes



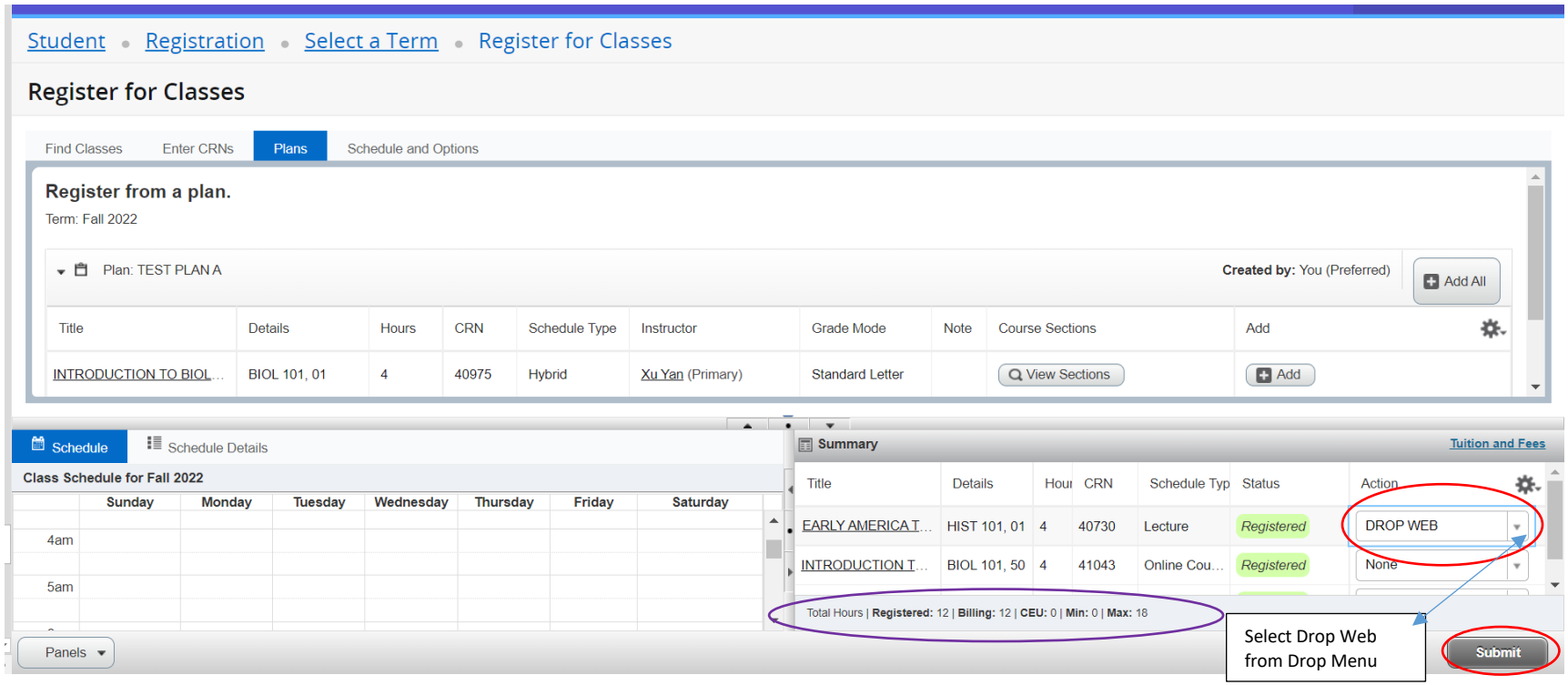


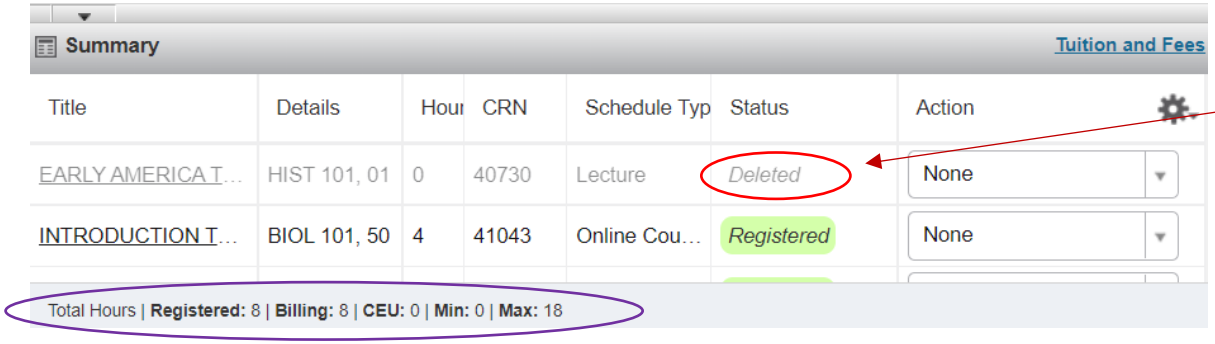
- Select Term
- Click Continue 

- In the **Summary** Panel (Located in the Lower Right Corner) you will find a list of registered courses



- Next to each course there is an Action Pull Down Option.
- Click on the Pulldown Arrow next to the course you want to drop from





Dropped Course is gray.

Status is Deleted. (Red Circle)

- Click Submit
- The Status will be deleted.
- The course is removed from the calendar
- Review Course Credit. If you dropped a course the number of registered credits will be reduced.