How To Drop A Class

Students who are registered in a class section and later wish to drop or withdraw from the class need to do so by the appropriate deadlines. It is the student's responsibility to drop a registered class. Failure to do so may result in a substandard grade on their El Camino College transcript.

For each term, refer to the [Academic Calendar](#) or [Class Schedule PDF](#) to view:

- **Last Day to Drop Without Notation on Permanent Record** – same as the Last Day to Drop and be Eligible for a Refund.
- **Last Day to Drop with a "W"** – shows a [Withdrawal](#) notation on transcript.
- Classes that are shorter than 16 weeks (Short-Term Classes) have different drop deadlines depending on when the class meets.

TO DROP A CLASS

1. Go to [myecc.elcamino.edu](#) and log into MyECC with your ECC email and password.

2. In the Self-Service Menu, click on "**Registration**" then "**Register and Drop Sections**."

3. Under "Current Registrations," click the Checkbox next to the class section you wish to drop.
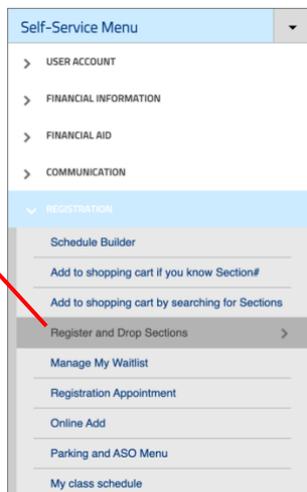
4. Click the **Submit** button. WARNING: Once you click Submit, you cannot undo this action!

5. After the next screen loads, view your My Class Schedule to make sure the class was successfully dropped.

NOTES

- Students who drop and are eligible for a refund will have refund checks mailed before the end of the term to their address on file with El Camino College. For more information, see [Fees, Tuition & Refunds](#).

Need Help? Visit the [Virtual Information Desk](#). If you experience any technical issues dropping a class in MyECC, please submit this [Add/Drop Form](#).