California Virtual Campus

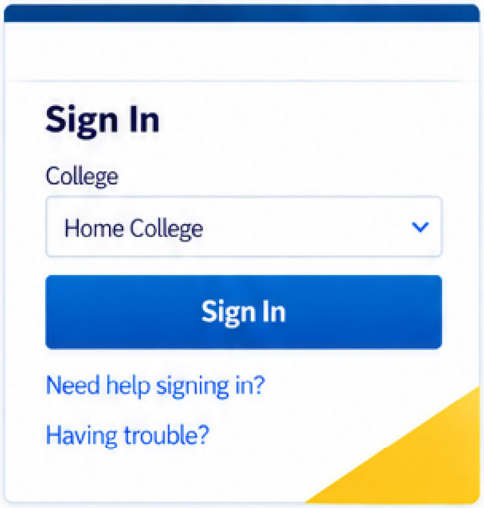
FIND ENROLL SUCCEED

How to Drop a Class

Follow these steps using your **CVC Profile Dashboard** to drop a class through the California Virtual Campus (CVC) Exchange.

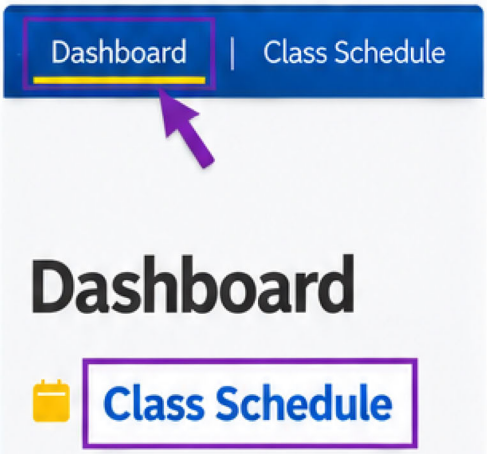
1 Log in to CVC

Go to the CVC Sign-In Page and log in using your **Home College** credentials.



2 Access your Dashboard

After logging in, click **Dashboard** at the top and then select **Class Schedule.**



3 Locate the Class

Find the course you wish to drop in your list of enrolled classes.



4 Drop Course

Click the **Drop Class** button next to the course. A drop notification screen will appear with important dates. Click the **Drop Course** button to finalize your request.

Course	Teaching College	Term	Action
ENGL C1000 Composition	Example College	Fall 2024	Drop Class

5 Verify

Return to your Class Schedule and confirm that the course has moved to the **Dropped Classes** section at the bottom of the screen.

Dropped Classes

Course	Teaching College	Term	Status
ENGL C1000 Composition	Example College	Fall 2024	Dropped

Important Things to Keep in Mind

Deadlines and Refunds

Drop deadlines and refund policies are determined by the specific **Teaching College** (the college offering the course), not the CVC platform.

You must drop before the refund or no-record census deadline to avoid academic penalties or financial loss.

Need Help?

If you run into any technical issues while trying to drop your course, contact CVC Support:

support@cvc.edu