

Drop Courses *for* Students

You can drop courses in the Summary panel of the Register for Classes option in the registration dashboard in Self Service Banner.

Register for Classes

Find Classes Enter CRNs **Plans** Schedule and Options

Register from a plan.
Term: Fall 2025

▼ Plan: Plan 1 Created by: You (Preferred) [+ Add All](#)

Title	Details	Hours	CRN	Schedule Typ	Instructor	Grade Mode	Note	Course Sections	Add
U.S. History to 1877	HIST 121, 02	3	309...	Lecture	Sandow, Robert...	Standard L...		View Sections	+ Add
Introduction to Anthr...	ANTH 101,...	3	307...	Lecture	Marken, Damie...	Standard L...		View Sections	+ Add

Records: 2

Schedule Schedule Details

Class Schedule for Fall 2025

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							

Summary [Tuition and Fees](#)

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Anthr...	ANTH 101,...	3	30723	Lecture	Registered	None
U.S. History to 1877	HIST 121, 02	3	30901	Lecture	Registered	None

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 18

Conditional Add and Drop [i](#) [Submit](#)

Continue reading to find out how.

Access Banner

To access Banner, go to the my.commonwealth.edu page, and click *Banner (Student Self-Service)*.

The screenshot shows the top navigation bar of the Commonwealth University of Pennsylvania website, featuring logos for Bloomsburg, Lock Haven, and Mansfield, along with buttons for 'Apply', 'Visit', and 'Request Info'. Below the navigation bar, the 'CU Experience' logo is displayed. The main content area is titled 'Academic & Support Quick Links' and contains a grid of yellow buttons. The button for 'Banner (Student Self-Service)' is highlighted with a red border and a mouse cursor pointing to it. Other buttons include 'Academic Calendar', 'Academic Catalog', 'Accommodate', 'Banner (Faculty Self-Service)', 'Banner (Staff / App-Nav)', 'Brightspace', 'Commencement', 'Course Search', 'Crosswalks', 'CU Succeed', 'Degree Maps', and 'Degree Works'.

You can access your Registration dashboard in **CU Experience** as well. Just click the link to CU Experience on the my.commonwealth.edu page, login, and click *Registration* on the Student Self Service card. Proceed to page 6.



The screenshot shows the 'Student Self Service' card. It features a header with the title 'Student Self Service' and a small image of students in a classroom. Below the image, there are two buttons: 'MY PROFILE' and 'REGISTRATION'. The 'REGISTRATION' button is highlighted with a red border and a mouse cursor pointing to it.

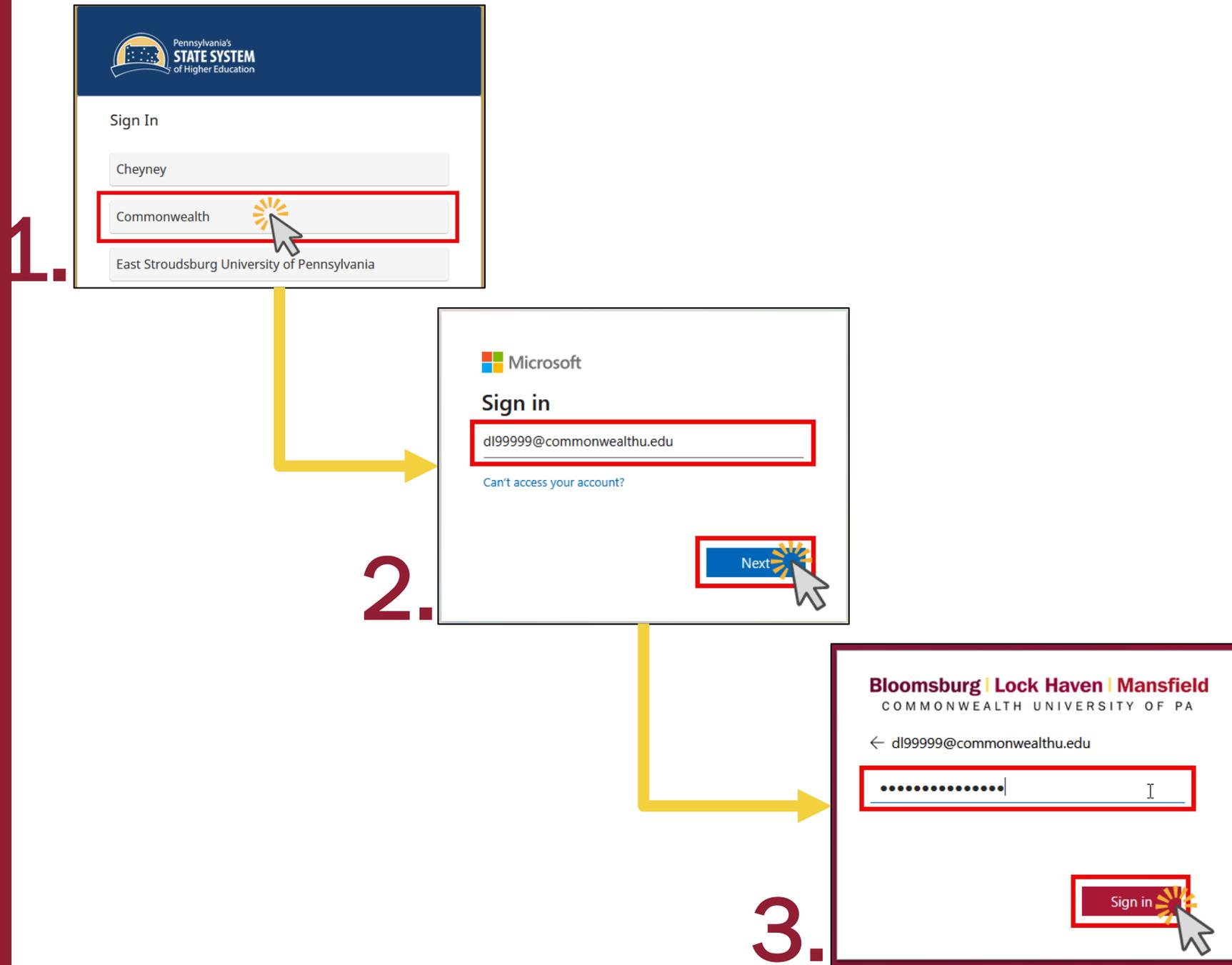
Login to Banner

To login, select Commonwealth on the PASSHE Sign In page.

Next, enter your CU email address and click Next.

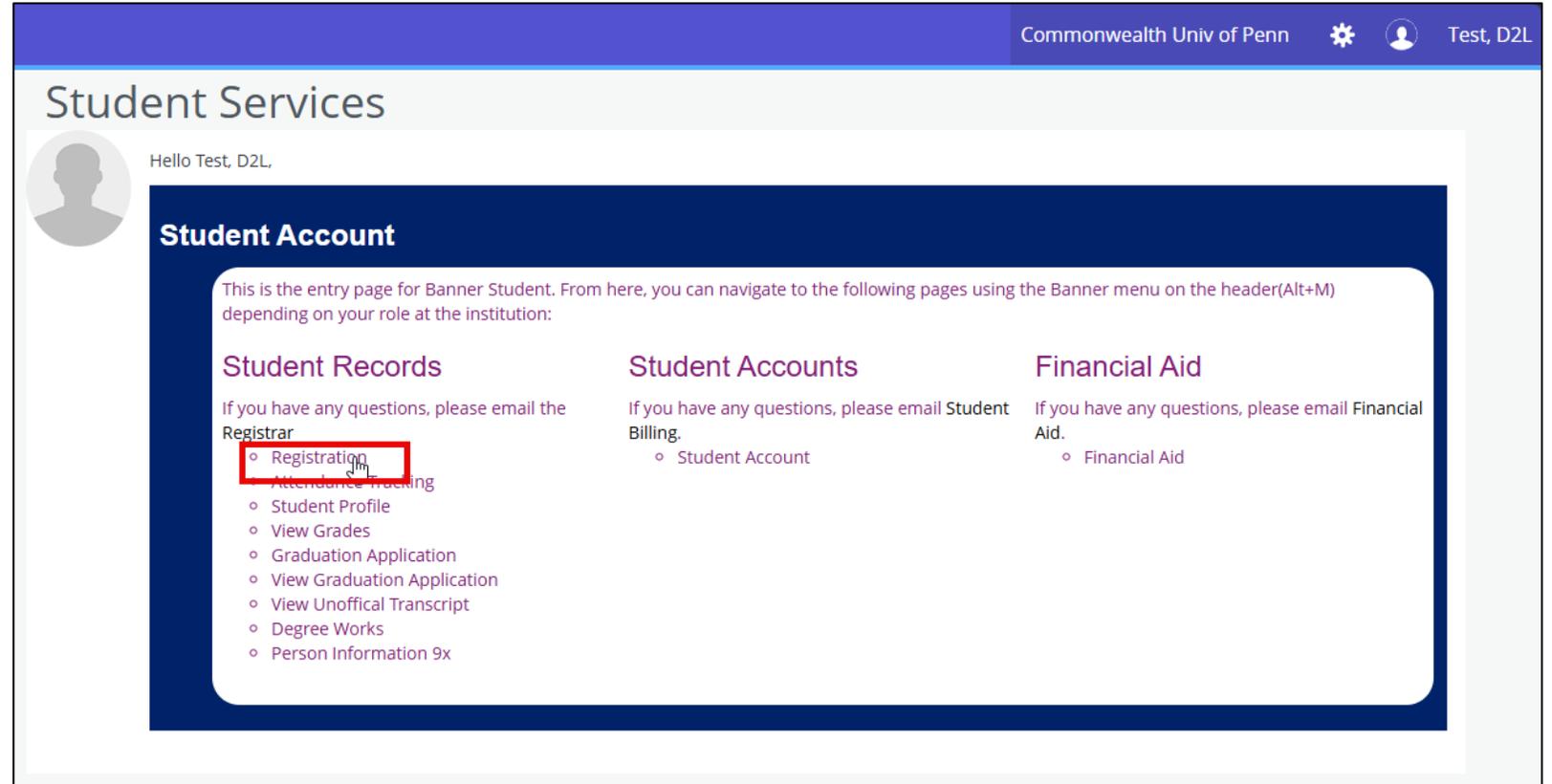
Finally, enter your password and click Sign in.

Respond appropriately to any 2FA requests from DUO.



Access the Registration Dashboard in Banner

Once you have logged in, click Registration under the Student Records heading on the Student Services page.



The screenshot shows the Banner Student Services dashboard for a user named Test, D2L. The page title is "Student Services". Below the title, there is a user profile section with a placeholder icon and the text "Hello Test, D2L.". The main content area is titled "Student Account" and contains a message: "This is the entry page for Banner Student. From here, you can navigate to the following pages using the Banner menu on the header(Alt+M) depending on your role at the institution:". Below this message, there are three columns of links:

- Student Records**: If you have any questions, please email the Registrar.
 - Registration (highlighted with a red box)
 - Attendance Tracking
 - Student Profile
 - View Grades
 - Graduation Application
 - View Graduation Application
 - View Unofficial Transcript
 - Degree Works
 - Person Information 9x
- Student Accounts**: If you have any questions, please email Student Billing.
 - Student Account
- Financial Aid**: If you have any questions, please email Financial Aid.
 - Financial Aid

Drop a Course

Step 1: Click *Register for Classes* in the Registration dashboard.

Step 2: In the Summary panel, use the Action dropdown to select to *Drop/Withdraw* from the course.

Step 3: Click *Submit*.

Registration

What would you like to do?

-  **Prepare for Registration**
View registration status, update student term data, and complete pre-registration requirements.
-  **Plan Ahead**
Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.
-  **Register for Classes (Add, Drop or Withdraw from Classes)**
Add, drop or withdraw from classes on your current and future schedules.
-  **View Registration Information**
View your past schedules and your ungraded classes.
-  **Browse Classes**
Looking for classes? In this section you can browse classes you find interesting.
-  **Browse Course Catalog**
Look up basic course information like subject, course and description.

Summary

Tuition and Fees

Title	Details	Hours	CRN	Schedule	Status	Action
Introduction to Anthr...	ANTH 101,...	3	30723	Lecture	Registered	None
U.S. History to 1877	HIST 121, 02	3	30901	Lecture	Registered	None

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 18

Conditional Add and Drop  **Submit**