How to Drop a course

1. Go to http://www.uta.edu/mymav and login. If you experience any issues logging in please contact the Help Desk at helpdesk@uta.edu or at 817-272-2208.

2. Click the link to go to your “Student Center”.

3. Select the drop down menu labeled “other academic…” and the select “Enrollment: Drop”.

4. Select the term the course is in.

5. Place a checkmark next to the course you want to drop.
6. Confirm the class shown is the one you want to drop and the select “Finish Dropping”.

7. If there is a green check mark under status then you have successfully dropped the course. If there is a red X then you are still enrolled in the course. If this happens please contact your Academic Advisor.

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**Important Information on Dropping**

- Students are responsible for dropping themselves before the first day of class. If you do not drop before the first day of class you will not receive a full refund.
- For more information on our refund policy please go here [http://academicpartnerships.uta.edu/tuition.asp](http://academicpartnerships.uta.edu/tuition.asp).