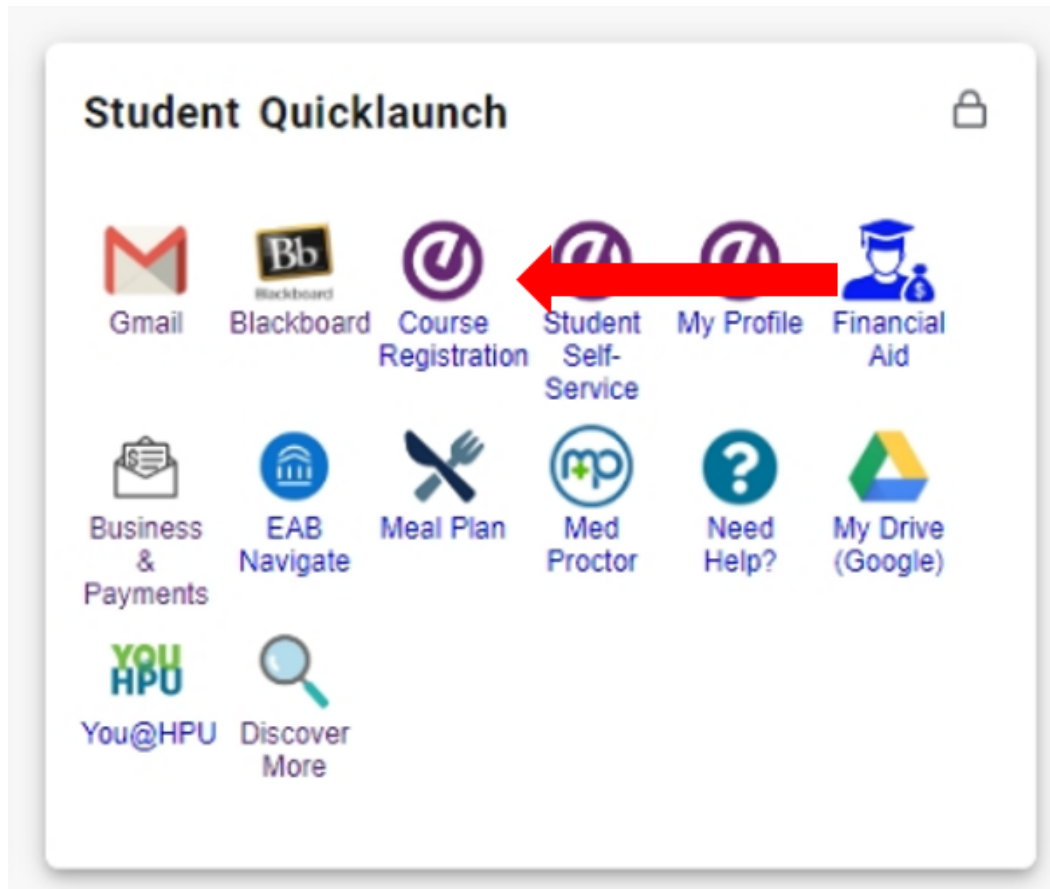
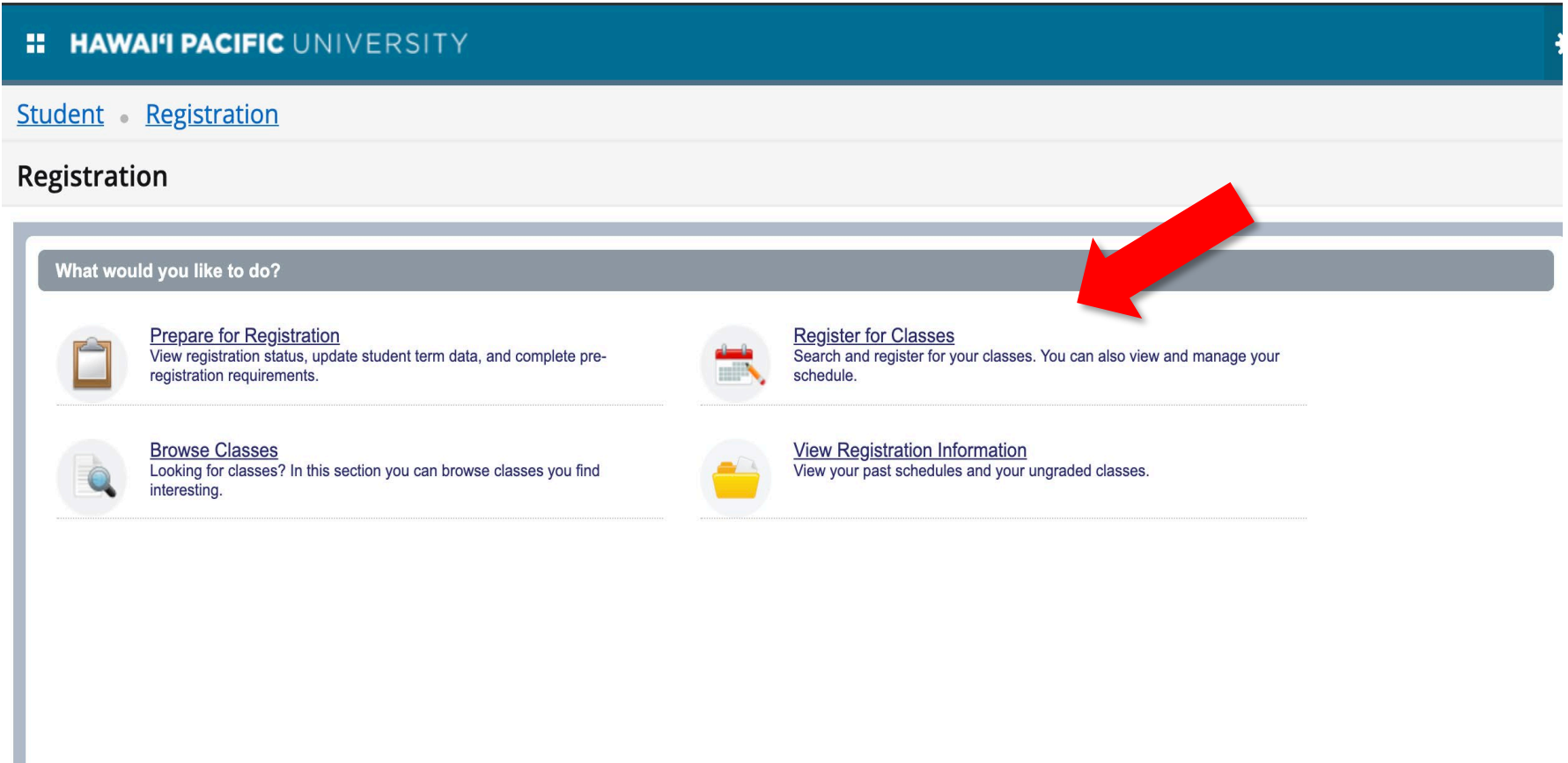


Log into MyHPU (my.hpu.edu).

1. Select the "Course Registration" icon under the Student Quicklaunch card on your home page.



2. A new window will open. Select the *Register for Classes* link.







HAWAI'I PACIFIC UNIVERSITY

[Student](#) • [Registration](#)

Registration

What would you like to do?

-  **[Prepare for Registration](#)**
View registration status, update student term data, and complete pre-registration requirements.
-  **[Register for Classes](#)**
Search and register for your classes. You can also view and manage your schedule.
-  **[Browse Classes](#)**
Looking for classes? In this section you can browse classes you find interesting.
-  **[View Registration Information](#)**
View your past schedules and your ungraded classes.



3. Choose the term in which the course is being dropped.



[Student](#) • [Registration](#) • [Select a Term](#)

Select a Term

Terms Open for Registration

Search
Summer 2020
Spring 2020
Winter 2019
Fall 2019

4. After choosing the desired term, press "panels" to display the courses you are currently registered for.

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Winter 2019

Subject

Course Number

Keyword

Part Of Term

Schedule | Schedule Details | **Summary** | Tuition and Fees


Class Schedule for Winter 2019

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

Summary

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Visu...	ARTS 100...	3	1106	Online...	Registered	None

Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 3

Panels ▾  Submit

- 5. Select the appropriate drop option available in the "Action" drop-down menu. Press **submit** to save the changes.
 - a. Note: The drop options will differ depending on when the drop is taking place each part of term. Consult the [Academic Calendar](#) for drop deadlines.

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

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

Summary Table:

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Visu...	ARTS 100...	3	1106	Online...	Registered	None

Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | M

Red arrow points to the Action dropdown menu.

Submit

6. The status will update to confirm that the course was dropped successfully.

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes | Enter CRNs | Schedule and Options

Enter Your Search Criteria ⓘ

Term: Winter 2019

Subject

Course Number

Keyword

Part Of Term

Schedule | Schedule Details | [Tuition and Fees](#)

Class Schedule for Winter 2019

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

Summary

Title	Details	Hour	CRN	Schedule	Status	Action
Introduction to Visu...	ARTS 100...	0	1106	Online...	Deleted	None

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 3

