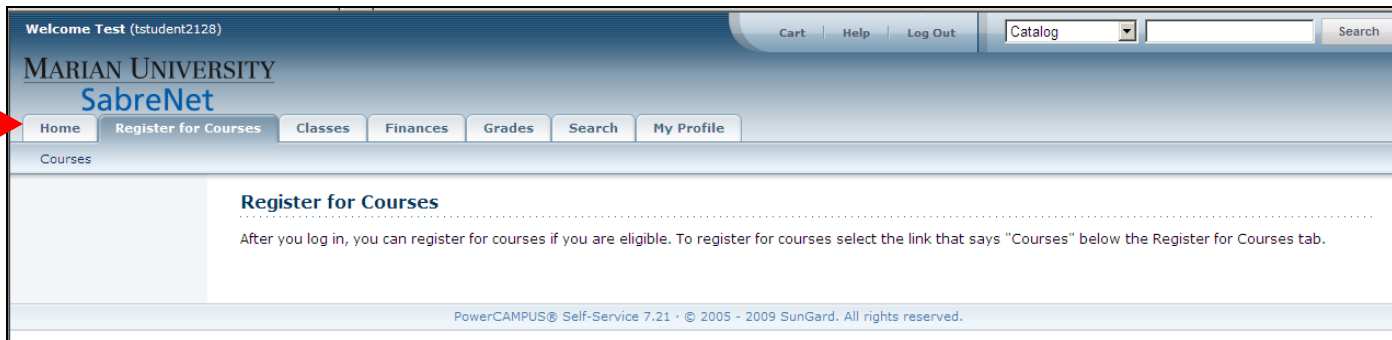


Dropping a Course via SabreNet

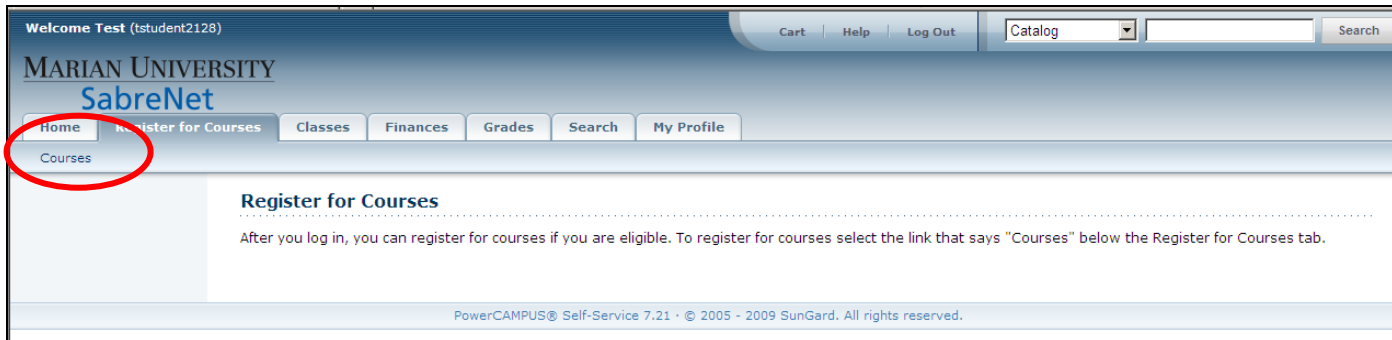
1. Log into SabreNet.



2. Select the **Register for Courses** tab.



3. Select the **Courses** menu item.



Welcome Test (tstudent2128)

MARIAN UNIVERSITY
SabreNet

Home Register for Courses Classes Finances Grades Search My Profile

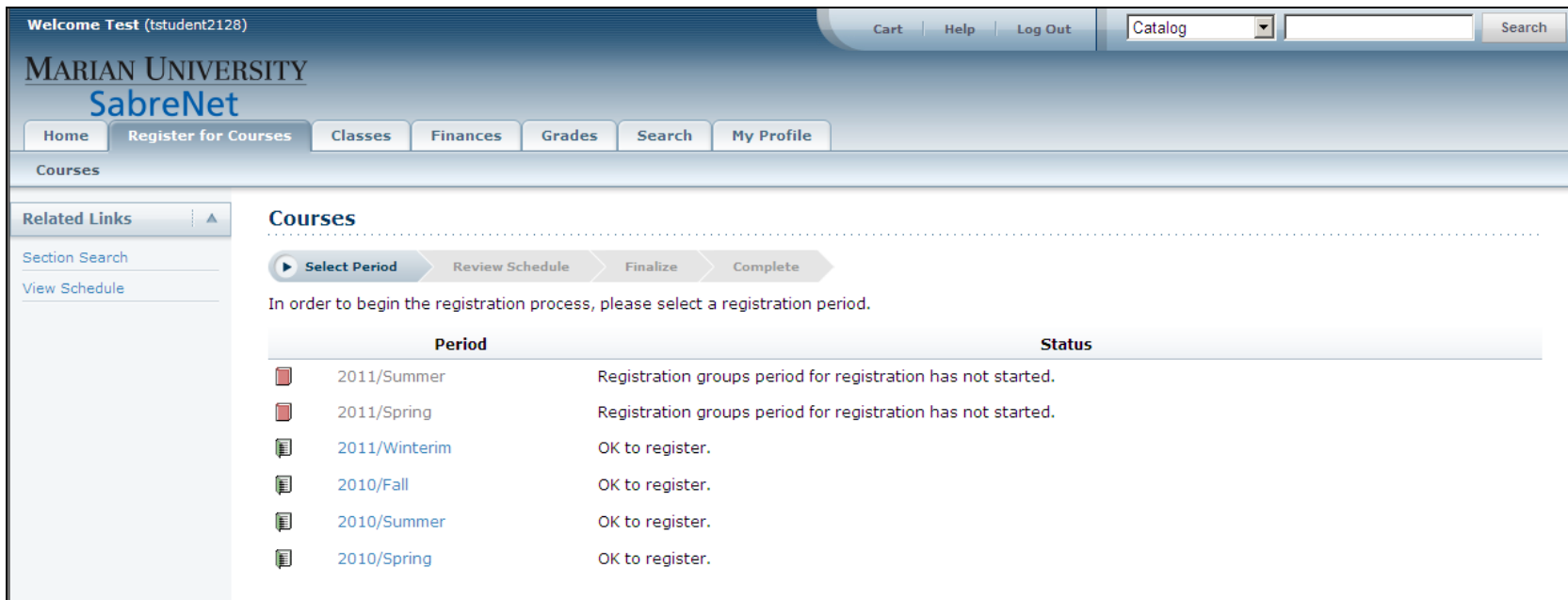
Courses

Register for Courses

After you log in, you can register for courses if you are eligible. To register for courses select the link that says "Courses" below the Register for Courses tab.

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4. Select the **Year/Term** for which you want to drop a course(s).



Welcome Test (tstudent2128)

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Home Register for Courses Classes Finances Grades Search My Profile

Courses

Related Links

- Section Search
- View Schedule

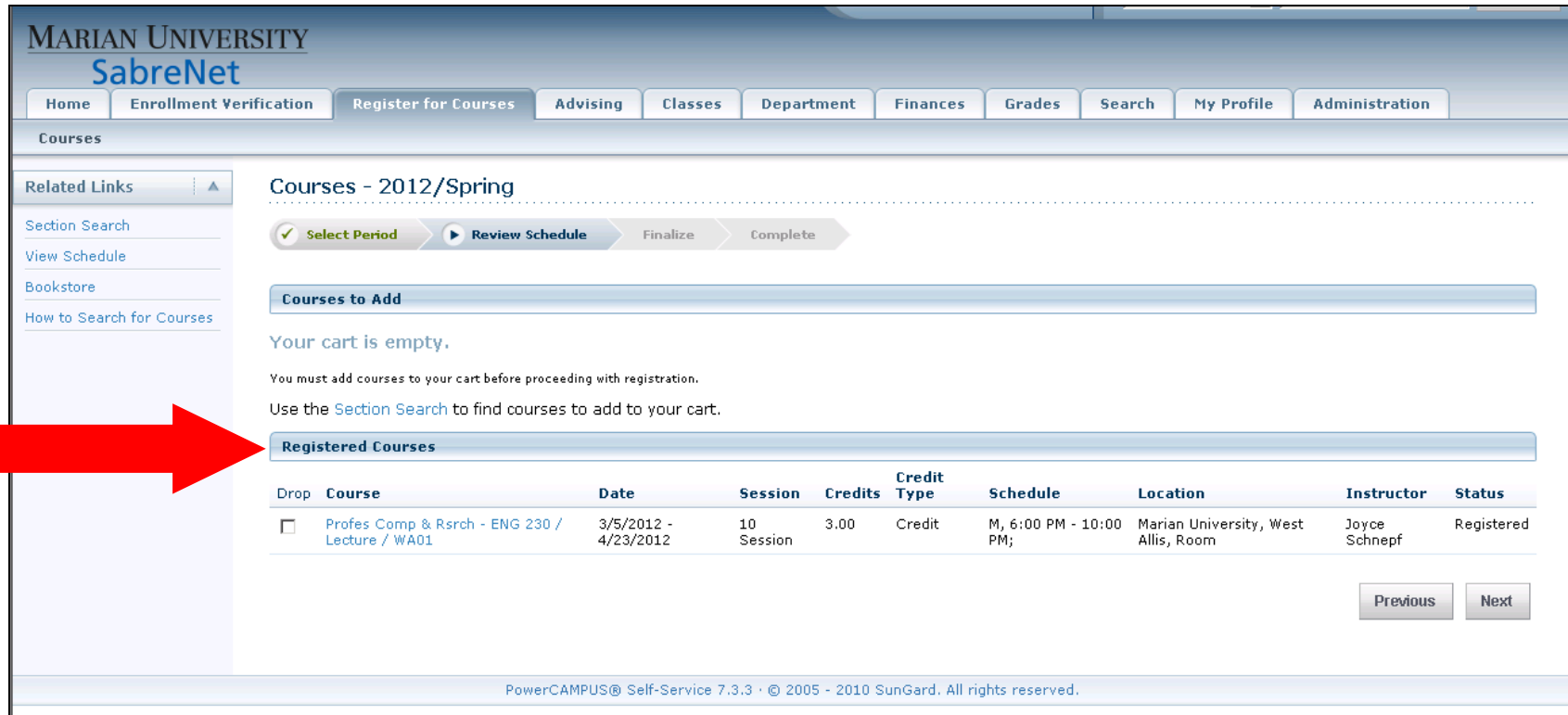
Courses

Select Period Review Schedule Finalize Complete

In order to begin the registration process, please select a registration period.

Period	Status
2011/Summer	Registration groups period for registration has not started.
2011/Spring	Registration groups period for registration has not started.
2011/Winterim	OK to register.
2010/Fall	OK to register.
2010/Summer	OK to register.
2010/Spring	OK to register.

5. View your course(s) you are registered for in the “Registered Courses” area



The screenshot shows the SabreNet interface for Marjan University. The top navigation bar includes links for Home, Enrollment Verification, Register for Courses, Advising, Classes, Department, Finances, Grades, Search, My Profile, and Administration. The main content area is titled 'Courses - 2012/Spring' and features a progress bar with steps: Select Period (checked), Review Schedule, Finalize, and Complete. Below this is a 'Courses to Add' section with the message 'Your cart is empty.' and instructions to use the 'Section Search' link. A red arrow points to the 'Registered Courses' section header. Below this header is a table with the following data:

Drop	Course	Date	Session	Credits	Credit Type	Schedule	Location	Instructor	Status
<input type="checkbox"/>	Profes Comp & Rsrch - ENG 230 / Lecture / WA01	3/5/2012 - 4/23/2012	10 Session	3.00	Credit	M, 6:00 PM - 10:00 PM;	Marian University, West Allis, Room	Joyce Schnepf	Registered

At the bottom right of the table are 'Previous' and 'Next' buttons. The footer contains the text: 'PowerCAMPUS® Self-Service 7.3.3 · © 2005 - 2010 SunGard. All rights reserved.'

NOTE: You can only drop a course if the deadline to drop that course has not passed. Contact the Registrar’s Office for deadline dates if you have any questions.

6. Check the “Drop” box in front of the course(s) you want to drop.

MARIAN UNIVERSITY SabreNet

Home Enrollment Verification Register for Courses Advising Classes Department Finances Grades Search My Profile Administration

Courses

Related Links

- Section Search
- View Schedule
- Bookstore
- How to Search for Courses

Courses - 2012/Spring

Select Period Review Schedule Finalize Complete

Courses to Add

Your cart is empty.
You must add courses to your cart before proceeding with registration.
Use the Section Search to find courses to add to your cart.

Registered Courses

Drop	Course	Date	Session	Credits	Credit Type	Schedule	Location	Instructor	Status
<input checked="" type="checkbox"/>	Profes Comp & Rsrch - ENG 230 / Lecture / WA01	3/5/2012 - 4/23/2012	10 Session	3.00	Credit	M, 6:00 PM - 10:00 PM;	Marian University, West Allis, Room	Joyce Schnepf	Registered

Previous Next

7. Click the “Next” button.

MARIAN UNIVERSITY SabreNet

Home Enrollment Verification Register for Courses Advising Classes Department Finances Grades Search My Profile Administration

Courses

Related Links

- Section Search
- View Schedule
- Bookstore
- How to Search for Courses

Courses - 2012/Spring

Select Period Review Schedule Finalize Complete

Courses to Add

Your cart is empty.
You must add courses to your cart before proceeding with registration.
Use the Section Search to find courses to add to your cart.

Registered Courses

Drop	Course	Date	Session	Credits	Credit Type	Schedule	Location	Instructor	Status
<input checked="" type="checkbox"/>	Profes Comp & Rsrch - ENG 230 / Lecture / WA01	3/5/2012 - 4/23/2012	10 Session	3.00	Credit	M, 6:00 PM - 10:00 PM;	Marian University, West Allis, Room	Joyce Schnepf	Registered

Previous Next

8. The selected course(s) will be dropped. Verify that your **Updated Schedule** area no longer includes the course(s) you dropped.

MARIAN UNIVERSITY
SabreNet

Home Enrollment Verification Register for Courses Advising Classes Department Finances Grades Search My Profile Administration

Courses

Related Links
Section Search

Courses - 2012/Spring

✓ Select Period ✓ Review Schedule ▶ Finalize Complete

Updated Schedule

There are no courses on your schedule.

Previous Next

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9. You are finished.

Any questions should be directed to the Registrar's Office at 920-923-7618 or registraroffice@marianuniversity.edu.