

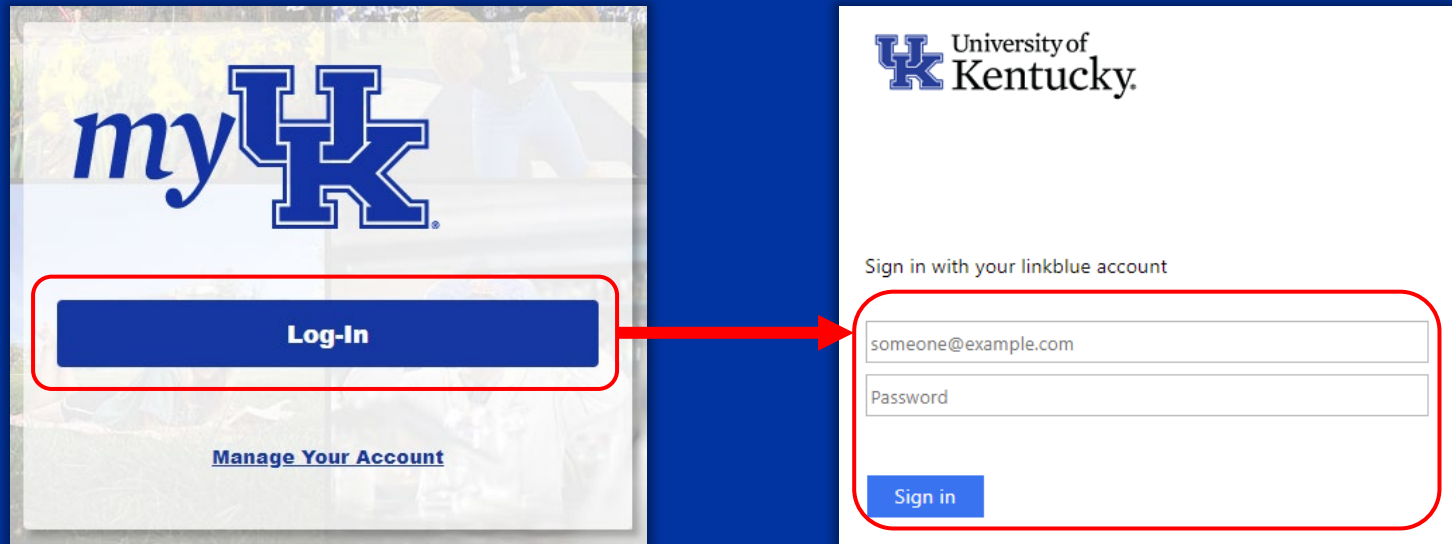
HOW TO WITHDRAW IN MYUK

 Office of the
University Registrar

SIGN IN TO MYUK

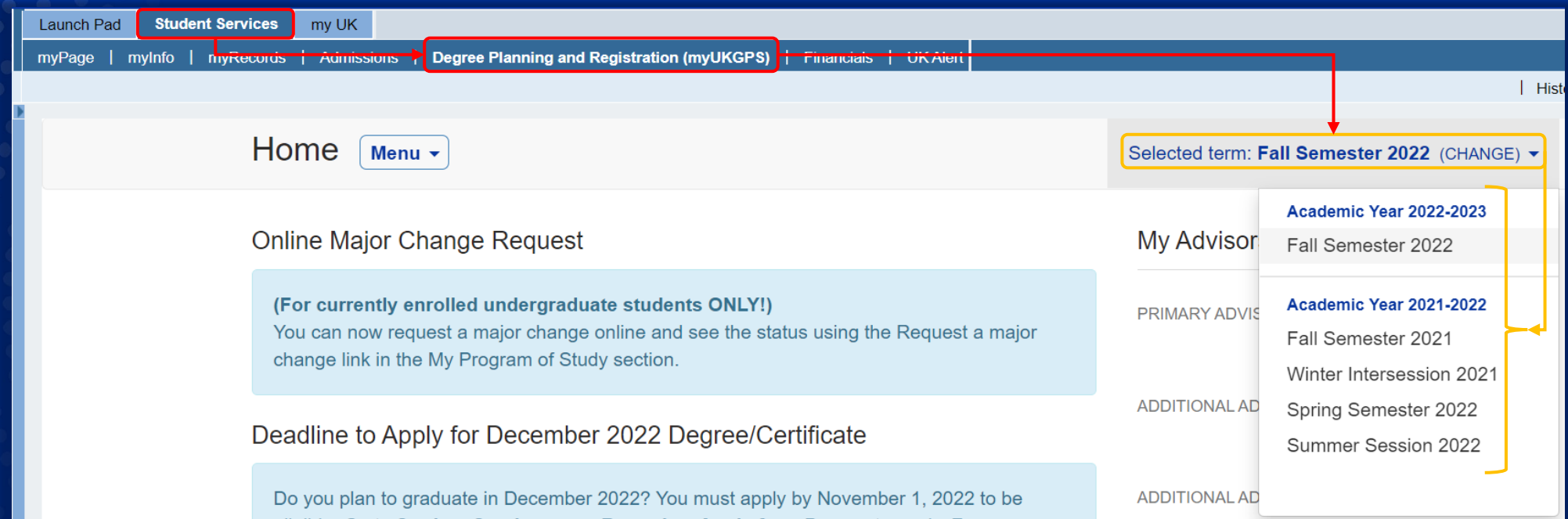
Go to myuk.uky.edu and select the ‘Log-in’ option to sign in with your linkblue username and password.

Please note that myUK works best with Google Chrome and Mozilla Firefox. Using other browsers may result in compatibility issues.



For accessibility issues within the myUK portal, please contact ITS at [859-218-4357](tel:859-218-4357) or 218help@uky.edu

NAVIGATE TO MYUKGPS




Select the 'Student Services' tab.

Select 'Degree Planning and Registration (myUKGPS)'

Selecting 'Degree Planning and Registration (myUKGPS)' will likely load the term you need to make changes in by default, but you may select a different term if needed.

YOUR REGISTERED CLASSES

Registered Classes				REGISTRATION HISTORY	PRINT SCHEDULE	BUY BOOKS
COURSE	CREDITS	GRADE TYPE	GRADES			
 MA 114 Section 002 <i>In-Person</i>	4.0 Credits	Normal	*** / ***	Edit		

Review the list of your 'Registered Classes' to find the class you need to drop/withdraw.
Select the 'Edit' link to bring up available class options.

DROP/WITHDRAW FROM THE CLASS

Edit Registration Menu Selected term: **Fall Semester 2022** (CHANGE)

You registered for this course on: 3/31/2022

Drop This Course

Change grade type

Normal Save Grade Type

MA 114 Section 002 Calculus II 4.0 Credits

myuk.uky.edu says

Are you sure you want to drop this course?

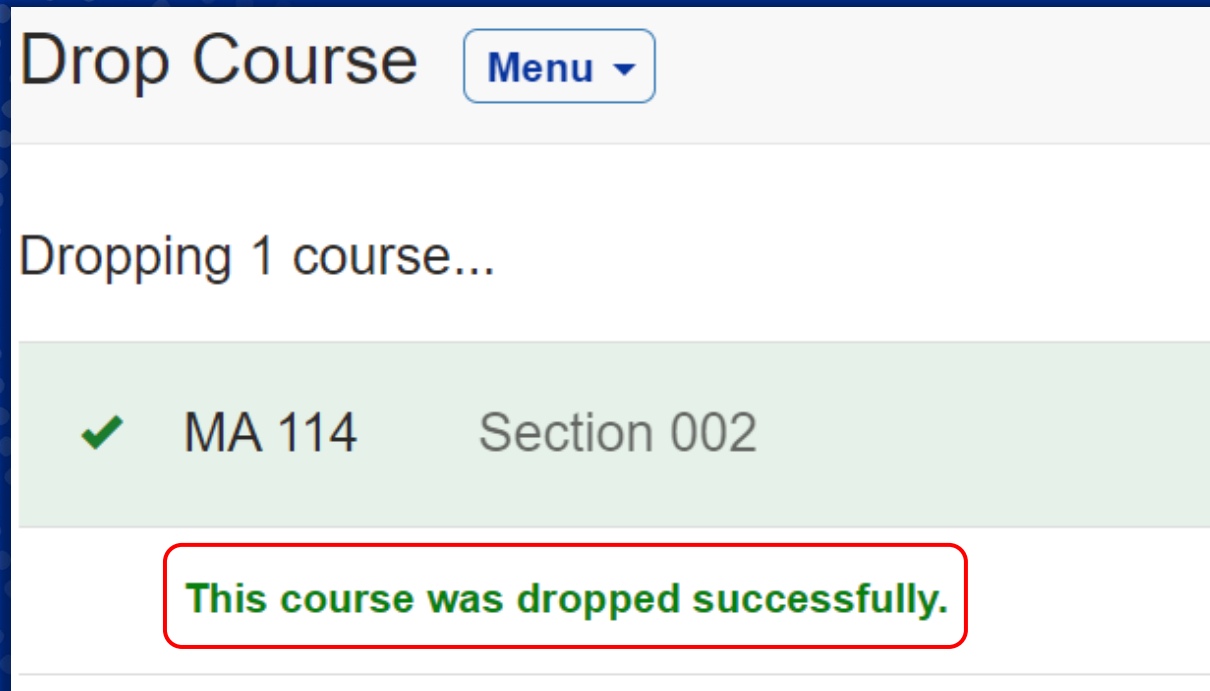
OK Cancel

Select the 'Drop This Course' button.

A confirmation box will pop up to confirm you wish to drop/withdraw from the class.

Click 'OK' to proceed with dropping/withdrawing from the course.

CONFIRMATION OF CLASS DROP/WITHDRAW



The screenshot shows a web interface for dropping a course. At the top, it says "Drop Course" with a "Menu" dropdown. Below that, it says "Dropping 1 course...". A green checkmark is next to the course information: "MA 114 Section 002". At the bottom, a red-bordered box contains the text "This course was dropped successfully."

Once the drop/withdraw has processed you will see green text stating the drop/withdraw was successful.

You may also check your updated schedule in myUKGPS after the drop has processed to confirm the status change.

Please note that if you are dropping/withdrawing from all classes after the start of a Fall or Spring semester you will not be able to drop your last class, you must complete a required drop/withdraw form through the Office of the University Registrar website to drop your final class.