

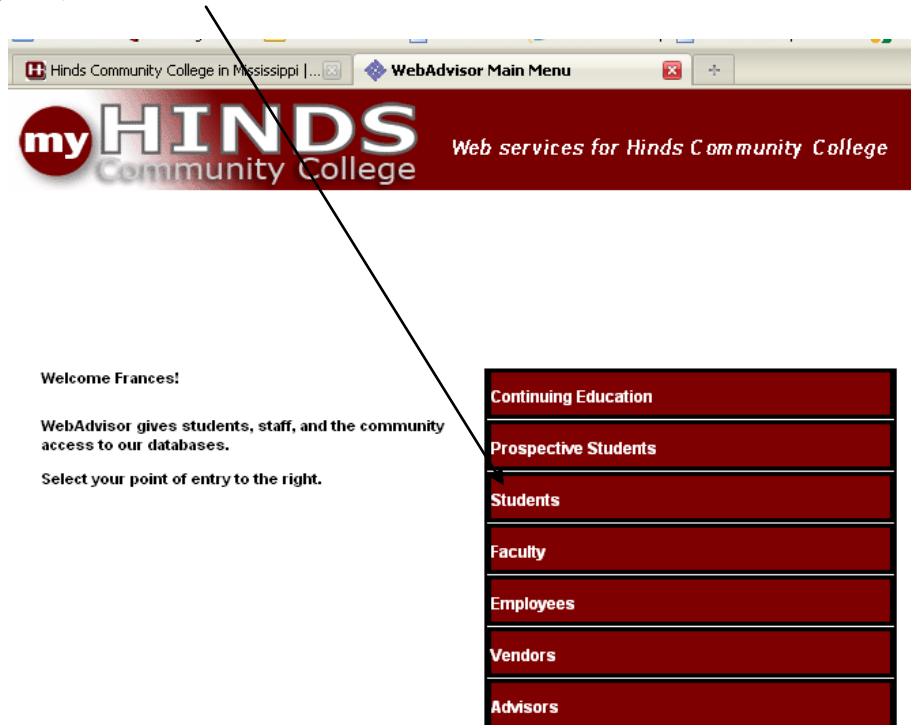
INSTRUCTIONS FOR SINGLE COURSE WITHDRAWAL USING MY.HINDS

THIS IS THE ONLY METHOD FOR WITHDRAWING FROM A SINGLE CLASS OR CLASSES.

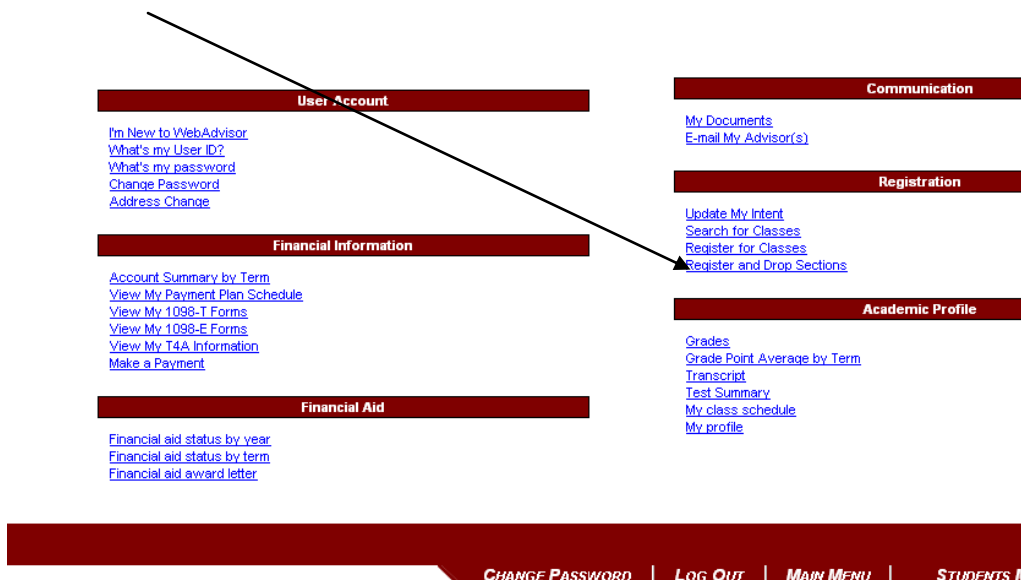
Log-in instructions for my.hinds can be found at www.hindscc.edu/online.

NOTE: The withdrawal process in My.Hinds will be open during the withdrawal window only. Students may not completely withdraw from the College through this process. COMPLETE WITHDRAWALS MUST BE INITIATED IN THE COUNSELING OFFICE.

1. Once logged in, click the **Students** menu bar.



2. Click **Register and Drop Sections**.



3. Carefully read the warning at the top of the screen.

myHINDS Community College
Web services for Hinds Community College
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Register and Drop Sections

Possible consequences of withdrawal from a course or courses.

You may lower or lose your eligibility for federal financial aid (current or future).

- If you have applied for a student loan and you withdraw from school, you will have to reapply for the loans(s) in the following semester(s).
- If you have a scholarship and withdraw from all courses, you will forfeit the scholarship and the scholarship will not be reinstated.
- You may be required to vacate your residence hall if the withdrawal drops you below fulltime status.
- At the time you withdraw from this course, your fees will be recalculated and you may owe a balance or may be due a refund. In such cases, an invoice (bill) or refund will be mailed to you.

If you do not understand the above policies, please contact the admissions office (601.857.3212) or financial aid office (601.857.3223) for an explanation before withdrawing from your courses(s).

BY CLICKING ON THE SUBMIT BUTTON BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE POLICIES. I AM FULLY RESPONSIBLE FOR ANY NEGATIVE CONSEQUENCES THIS WITHDRAWAL MAY BRING.

4. If you still want to proceed with the withdrawal, click the “Drop” button beside the class(es) you want to drop. Click **Submit**.

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Name: Frances V. Turner

Action for ALL Pref. Sections (choose below)

Action	Term	Section Name and Title	Location	Meeting Information	Faculty	Available/ Capacity	Credits	CEUs
<input type="button" value="v"/>		You do not have any preferred sections.						

Drop	Term	Pass/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
<input type="checkbox"/>	Fall Term 2010		ENG-1113.RY01 (84022) English Composition I	Raymond Campus	08/16/2010-12/14/2010 Lecture Tuesday 06:00PM - 08:45PM, Cain-Cochran Hall, Room 156	To be Announced	3.00	

If one of my choices is not available

Manage Waitlist My Schedule
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5. The results of your action will be shown on the screen.

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Registration Results

The following request(s) have been processed:

Term	Status	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
Fall Term 2010	Dropped from this section		ENG-1113-RY01 (64022) English Composition I	Raymond Campus	08/16/2010-12/14/2010 Lecture Tuesday 06:00PM - 08:45PM, Cain-Cochran Hall, Room 156	To be Announced	3.00	

Here are all of the sections for which you are currently registered:

Term	Pass/ Fail/ Audit	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
You are not currently registered for any sections.							

Here are all of the sections for which you are waitlisted (not registered):

Term	Status	Section Name and Title	Location	Meeting Information	Faculty	Credits	CEUs
You are not currently waitlisted in any courses.							

OK

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6. You will receive a confirmation email at your go.hinds email account. This confirmation email is your verification that the withdrawal has taken place. If you do not receive a confirmation email, or if you are unable to complete the process due to error messages, please contact the District Office of Admissions and Records at 601.857.3212.

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-----Original Message-----
From: GradingSystem@hindscc.edu [mailto:GradingSystem@hindscc.edu]
Sent: Wednesday, June 23, 2010 4:10 PM
To: Durham, James D.
Subject: Final Grade Notification

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----- HINDS COMMUNITY COLLEGE -----

Date: 06/23/2010                Term: Fall 2010

To: John Doe

From: The Hinds Community College Administrative Information System

You have successfully withdrawn from MAT-1233-RYAC for the term Fall 2010.

Your instructor has been notified of this action, as have other appropriate College offices.
For example, if you currently live in a dorm or if you are a scholarship athlete,
those offices have been notified by email.

Be aware that, although this W grade does not affect your grade point average, if you are
on financial aid, this action could reduce your financial aid award, and these hours will
count as hours attempted toward the maximum hours allowed for financial aid.

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