Drop/Withdraw from a Class
Step 1: Open a browser and go to the BTC website. Click on **Current Students** > **myBTC**
Step 2: Click on the Class Search icon.
Step 3: Click the 3-line menu (hamburger button) at the top left.
Step 4: Click the college logo.
Step 5: Click ctcLink Login.
Log in to your account.
  a) Enter your ctcLink ID and click Next.
  b) Enter your ctcLink password and click Verify.

Step 6:
Step 7: Click the Enrollment icon on the left navigation bar to expand the menu. You can expand the menu at any time using the menu icon at the top left.
Step 8: Click Drop Classes.

Please note that dropping/withdrawing from a class:
- May impact your Financial Aid and/or your student account balance.
- Does not guarantee a 100% refund. (Pay attention to key refund dates each quarter).
- Could impact your college transcript.

Talk to a Financial Aid Specialist or an Academic Advisor if you’re unsure how dropping/withdrawing will affect your funding and academic plans.
Step 9: Check the option box next to the class you want to drop. Then click Drop.
Step 10: Click Drop to drop/withdraw from the class. Click Cancel to go back.
Step 11: You have successfully dropped/withdrawn from the class! Click OK to return to your schedule.