

## CampusConnection Helpsheet

### Drop a Class

1. Access [CampusConnection](#).
2. Enter CampusConnection UserID and Password. Click **[Sign In]**.

**Who Am I?** ⚙️ ▼

You are signed in as GUEST on NDCSPRD

---

**CampusConnection Signin** ⚙️ ▼

User ID:

Password:

**Sign In**

---

**If you have trouble signing in with your mobile device, use the following link: [Campus Connection Sign-In Page](#)**

On your Student Center under Academics:

3. Select **[Enroll]**.

**Student Center**

**Nicole's Student Center**

---

**Academics**

SEARCH FOR CLASSES

Search Deadlines URL ISBN

**Enroll** www.academics

Grades ▶▶

**This Week's Schedule**

| Class                   | Schedule  |
|-------------------------|---|
| BUSN 120-01 LEC (19555) | MoWeFr 9:00AM - 9:50AM<br>Schafer Hall, Rm 309            |
| CSCI 160-01 LEC (19369) | MoTuWeTh 11:00AM - 11:50AM<br>Jack Science Center, Rm 112 |

weekly schedule ▶  
enrollment shopping cart ▶

**Holds**

Financial Obligation Agreement  
Student in Collections  
Account Sent to Collections  
Student Finance Global SrvInd  
Financial Aid Disqualification  
Financial Aid Probation

details ▶

---

**To Do List**

[Degree Audit Sent - NDSU email](#)

more ▶

---

**Milestones**

No Milestones

---

**Enrollment Dates**

[Open Enrollment Dates](#)

---

**Advisor**

**Program Advisor**

Deborah Shipman  
701/224-2458

details ▶

---

**Student Communications**

Has Communications

▶ [Details](#)

---

**Finances**

**My Account**

[Account Inquiry](#)  
[Account Summary](#)

[Pay Online Now](#)  
[Student Account Detail](#)  
[View 1098-T Info](#)  
[Financial Obligation Agreement](#)

**Financial Aid**

[View Financial Aid](#)  
[Accept/Decline Awards](#)  
[Report Other Financial Aid](#)

other financial... ▶▶

**Account Summary**

**You owe 2,446.70.**

- Due Now 2,446.70
- Future Due 0.00

**\*\* You have a past due balance of 2,446.70. \*\***

Currency used is US Dollar.

---

**Personal Information**

[Demographic Data](#)  
[Emergency Contact](#)  
[Names](#)

other personal... ▶▶

**Contact Information**

[Home Address](#) [Address 2](#)

1500 Mystic Ian Blvd  
Bismarck, ND 58503  
Burleigh

[Home Phone](#) [Home E-mail Address](#)

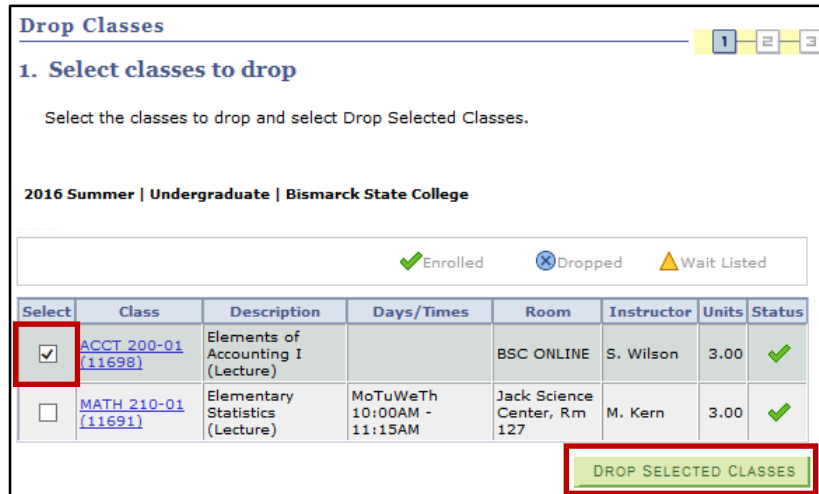
701/224-2423 loadtest@mail.und.nodak.edu

4. Choose **[Drop]** from the menu at the top of the page.



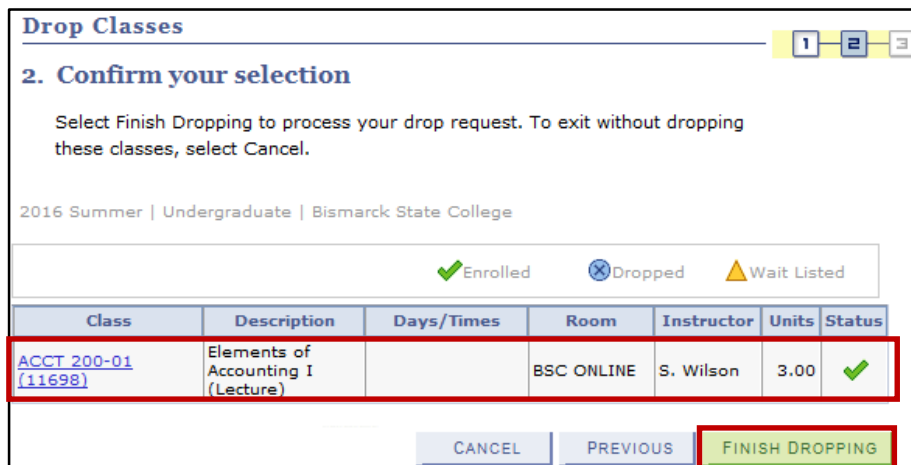
If prompted, select the appropriate term, then click **[Continue]**.

5. Select the class(es) to drop by placing a checkmark in the select box next to the class. Click **[Drop Selected Classes]**.





6. Confirm your drop selection.

Click **[Finish Dropping]**.



7. View the results.



- Courses dropped successfully are marked with a .
- Courses NOT dropped are marked with an .


**Drop Classes** 1 2 3

### 3. View results

View the results of your enrollment request. Select Fix Errors to make changes to your request.

2016 Summer | Undergraduate | Bismarck State College

 Success: dropped  Error: unable to drop class



| Class    | Message   | Status  |
|----------|---|---|
| ACCT 200 | <b>Success:</b> This class has been removed from your schedule. |  |


[MY CLASS SCHEDULE](#)

Note: Students receiving the following error and are withdrawing to zero credits for the semester must complete the Withdraw to Zero Credits form located on the BSC website. Withdrawing should not be completed within CampusConnection. Students who attempt to withdraw to zero credits in CampusConnection will receive the following error.

Complete the [Withdraw to Zero Credits](#) process.

2016 Spring | Undergraduate | Bismarck State College



 Success: dropped  Error: unable to drop class


| Class    | Message  | Status  |
|----------|--|---|
| PSYC 207 | <b>Error:</b> You cannot drop this class through CampusConnection Self-Service. Contact your Registrar's Office for withdrawal procedures. |  |

[MY CLASS SCHEDULE](#)

Note: Students receiving the following message are dropping during the dates and deadlines period of "With Transcript Record" will receive the following message. This means that a grade of "W – Withdraw" has been associated with the class. "W" grades do not affect your G.P.A, but may negatively affect Financial Aid.

2016 Spring | Undergraduate | Bismarck State College

 Success: dropped  Error: unable to drop class

| Class    | Message  | Status  |
|----------|--|---|
| PSYC 207 | <b>Message:</b> You have been given a grade of W for this class. |  |

[MY CLASS SCHEDULE](#)

8. To print an updated schedule, click **[My Class Schedule]**.

### Drop Classes

1
2
3

## 3. View results

View the results of your enrollment request. Select Fix Errors to make changes to your request.

2016 Summer | Undergraduate | Bismarck State College

✔ Success: dropped
 ✘ Error: unable to drop class

| Class    | Message   | Status |
|----------|---|--------|
| ACCT 200 | <b>Success:</b> This class has been removed from your schedule. | ✔      |

MY CLASS SCHEDULE

9. Click **[Printer Friendly Page]** at the bottom of your schedule.

Note: You may exclude dropped classes from your printed schedule by removing the check mark next to **[Show Dropped Classes]**, then click **[Filter]**.

▼ Class Schedule Filter Options

Show Enrolled Classes
  Show Dropped Classes
  Show Waitlisted Classes
 filter

**ACCT 200 - Elements of Accounting I**

| Status  | Units | Grading | Grade | Deadlines |
|---------|-------|---------|-------|-----------|
| Dropped | 3.00  | Graded  |       |           |

| Class Nbr | Section            | Component | Days & Times | Room       | Instructor     | Start/End Date          | ISBN |
|-----------|--------------------|-----------|--------------|------------|----------------|-------------------------|------|
| 11698     | <a href="#">01</a> | Lecture   |              | BSC ONLINE | Shirley Wilson | 05/16/2016 - 08/05/2016 |      |

**MATH 210 - Elementary Statistics**

| Status   | Units | Grading | Grade | Deadlines |
|----------|-------|---------|-------|-----------|
| Enrolled | 3.00  | Graded  |       |           |

| Class Nbr | Section            | Component | Days & Times                  | Room                        | Instructor   | Start/End Date          | ISBN |
|-----------|--------------------|-----------|-------------------------------|-----------------------------|--------------|-------------------------|------|
| 11691     | <a href="#">01</a> | Lecture   | MoTuWeTh<br>10:00AM - 11:15AM | Jack Science Center, Rm 127 | Michael Kern | 06/06/2016 - 07/31/2016 |      |

Printer Friendly Page