General Information
Registration for add/drops will be done via the myUTH system.

All course changes (ADD and DROP) require department approval prior to making any changes. A permission number is required to add a course in the myUTH shopping cart. A permission number is not required to drop a course; however, you must receive permission from the class to drop a course. Drop permission and add codes must be obtained from the department’s course coordinator.

Below is a step-by-step guide for adding/dropping courses from your schedule.

Login to myUTH
Once you have logged in to myUTH, click on the [Manage Classes & Registration] tile.
Adding Courses

Search for the course you want to add by clicking on [Class Search and Enroll].
Next, select the academic year, for example: [Medical Year 2019-2020].

Enter the course and/or course number that you wish to add. For example, AWAA 4001.
Search results displayed will show only the courses and blocks that have available space. Click on the course that you wish to add.

Once selected, the course will appear as shown below.

Click [Next] and enter the permission number to add the course.
**Dropping Courses**

First, contact the course coordinator for the course you wish to drop to receive permission to drop the course. Once permission has been granted, search for the course you want to drop by clicking on [Drop Classes].

A list of your enrolled courses will appear for you to select from. Select the course you wish to drop and follow the instructions on the page to successfully drop the course from your schedule.