



Withdrawing from a PD Section

On your HOME screen you will see all of the courses that you are registered for located in the **MY COURSES** section. To withdraw from a course section that you are currently registered for please follow the below steps:

1) Click on the *Manage and Withdraw from Courses button*.

^	My Learning Opportunities	View All 🕥
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	Hill-Late Start Wednesday Section: 10201 Location: A116	ß

2) Click on the down arrow next to the section that you want to withdraw from and Hit the *Withdraw* link.

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3) You will be brought to confirmation screen. To continue hit the *Withdraw* button.



4) Withdraw has now been completed.



Want more details on any of these steps? View the help section titled "Withdrawing from a Course" which can be found by direct link here: <u>https://docs.powerschool.com/PLPEH/professional-learning/course-participant/withdrawing-from-a-course</u>