eDrop/eAdd Pair

eDrop and eAdd will be available from the second week of classes through the Automatic Withdrawal (Auto W) deadline.

**Submitting a Drop/Add Pair**

1. Log into OneStart.
2. Click Late drop/add classes.
3. Click Drop & add together.
4. Click If you are eligible to use the system, click here.
5. Read the instructions and click continue.
6. Check the box next to the class you would like to drop and click continue.
7. Enter the class number (4-5 digits) you would like to add or click Class Search to look up the class number (opens in a new window with viewing capability only). When you have entered the class number, click continue.
8. Review the eDrop/eAdd request. Read the conditions and make sure you have selected the correct courses. If you need to select another course, click back.
9. Once you have read the conditions, check the box next to Accept the Conditions.
10. Click submit for approval. A confirmation page will display.
11. If you would like to submit another drop/add request, click create another request and follow the steps above. If you are finished, click close window.

**Selecting the Drop**

Please select one or more classes to drop.

<table>
<thead>
<tr>
<th>Select</th>
<th>Course</th>
<th>Description</th>
<th>Class</th>
<th>Day &amp; Time</th>
<th>Instructor</th>
<th>Units</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BIOL-4 111</td>
<td>EVOLUTION &amp; DIVERSITY</td>
<td>1234 (Class)</td>
<td>Th 10:15 AM-12:00 PM</td>
<td>Instructor, Joe</td>
<td>3</td>
<td>Regular Academic Session</td>
</tr>
<tr>
<td></td>
<td>CHEM-C 101</td>
<td>ELEMENTARY CHEMISTRY</td>
<td>1234 (Lecture)</td>
<td>Th 10:15 AM-12:00 PM</td>
<td>Instructor, Jane</td>
<td>3</td>
<td>Regular Academic Session</td>
</tr>
<tr>
<td></td>
<td>ENG-W 221</td>
<td>PROFESSIONAL WRITING SKILLS</td>
<td>1234 (Discussion)</td>
<td>TuTh 10:30-12:00 PM</td>
<td>Instructor, Jimmy</td>
<td>3</td>
<td>Regular Academic Session</td>
</tr>
<tr>
<td></td>
<td>PSRE-1 302</td>
<td>UNIVERSITY ETHICAL THINKING</td>
<td>1234 (Laboratory)</td>
<td>TuTh 10:00-12:00 PM</td>
<td>Instructor, Jim</td>
<td>3</td>
<td>Regular Academic Session</td>
</tr>
<tr>
<td></td>
<td>HRPE-4 304</td>
<td>PHYSICS OF THERAPEUTIC EXERCISE</td>
<td>1234 (Lecture)</td>
<td>TuTh 10:00-12:00 PM</td>
<td>Instructor, Jane</td>
<td>3</td>
<td>Regular Academic Session</td>
</tr>
</tbody>
</table>

**Selecting the Add**

Drop selection: BIOL-4 111, EVOLUTION & DIVERSITY, Class 1234

Please enter the class number you’d like to add (4-5 digits):

- Search (indicates an enrollment section)

**Monitoring eAdd Requests**

2. Scroll down to the section entitled Services & Information.
3. Click Track My eDocs.

**NOTE:** Once an eDrop/eAdd request is approved, fees will be determined based on the date of submission. Submitting a request does not guarantee that the course(s) will be added to or dropped from your schedule. You are not officially enrolled in the class you requested to add, nor officially withdrawn from the class you requested to drop, until your request has been approved and processed. Please monitor your Indiana University e-mail account for updates concerning your eAdd request. Dropping classes could result in reduction or repayment of financial aid. Additional tuition charges may apply. Please refer questions about fee payment to the Office of the Bursar.

Office of the Registrar, Indiana University Bloomington