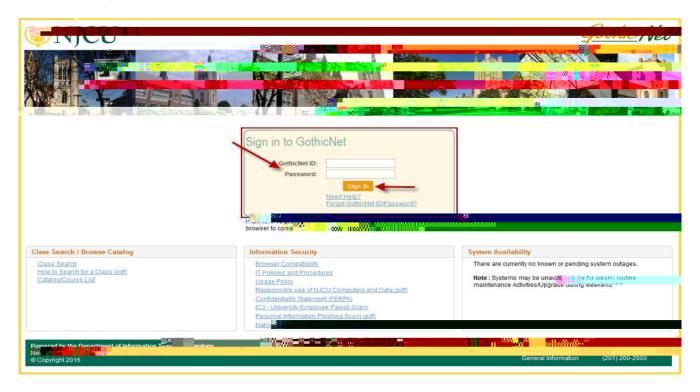


How Do I Swap a Class?

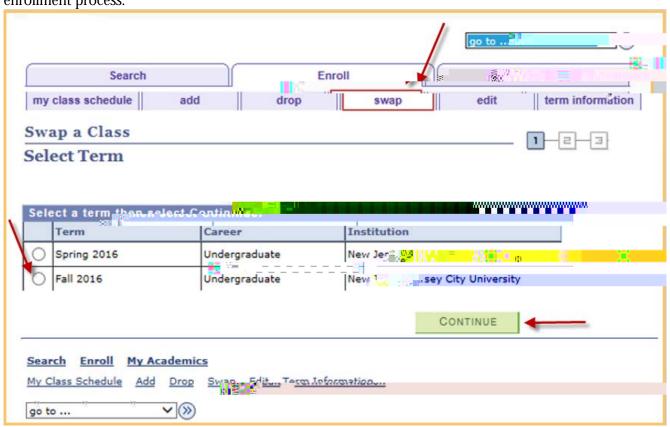
Step 1: Enter your **GothicNet ID** and **Password** then click on the Sign In button.



Step 2: Once you have logged onto the GothicNet, you will be defaulted to the Student Dashboard

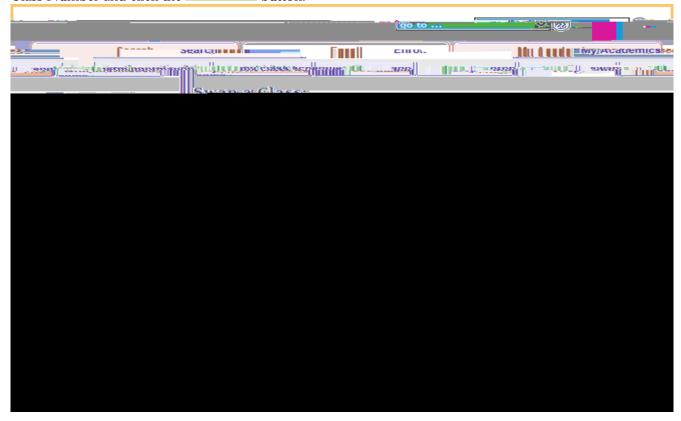
Step 3: Click on the **SWAP** tab.

Step 4: Click on the button to proceed with the enrollment process.



Step 5: Click on of **Select from your schedule** and select the course you would like to Drop.

Step 6: Click on the button to search for the course you would like to enroll for or **Enter** the Class Number and click the button.



Step 7: Review the course information and click on the enrollment process.

