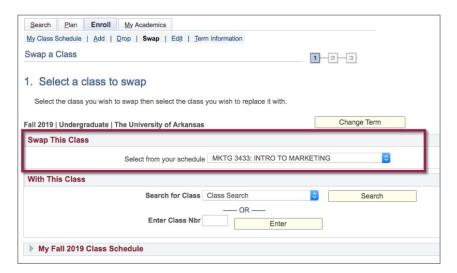# Swap a Class

Swapping a class allows you to simultaneously add a class at the same time you drop one. The benefit is that you do not have to drop the class unless you can successfully add the new one.
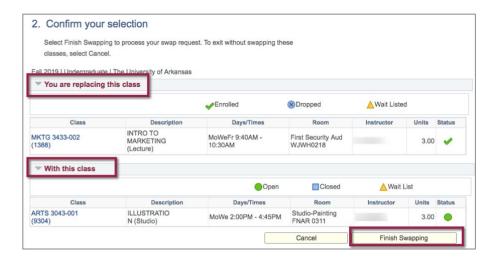
Swap a Class

1. Click the **Manage Classes** tile on your Student Homepage.

2. Click **Enroll** in the left navigation.

3. Click the **Swap** tab to select the term that contains the class you wish to swap. If more than one term is open for enrollment changes, you will be offered a choice of terms. Select the appropriate term by clicking the radio button.
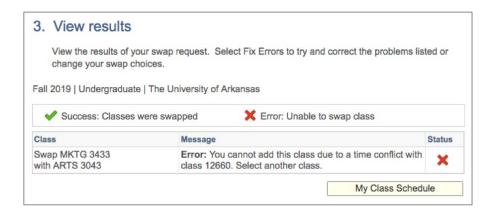

4. Click the **Search for Class** button to search for the class you wish to add to your schedule, or enter the class number in the Enter Class Nbr field. Click **Search**.

5. Scroll down to the Search Results.

6. Click **Select Class** to add the new class to your swap.

7. Review the **Enrollment Preference** page.

8. Click **Next** to continue.

9. Confirm the classes you have selected for this swap process.

10. Click **Finish Swapping** when you are satisfied with the classes.

11. View the results of your swapped classes. The Status will display with either a **green check mark** or a **red X** indicating either success or error.

12. Click **My Class Schedule** to review your new schedule. If you received an error, simply swap again with a different class.