How to Submit a Drop Request
Step 1

Visit
http://virtualsc.org
Step 2

Choose the Dashboard Login button
Step 3

Enter your username and password to select Sign Me In
Step 4

Locate the Drop a Course link on the left side grey box.
Step 5

Click Request new drop
Step 6

Select the course to be dropped and the reason from the drop down menus.
Step 7

Click Save

**Note:** You will not be withdrawn from a course until your School Counselor approves the withdrawal.
Congratulations!

You have completed the steps required to submit a drop request

Please feel free to contact VirtualSC Student Services for any additional assistance at 803-734-8039