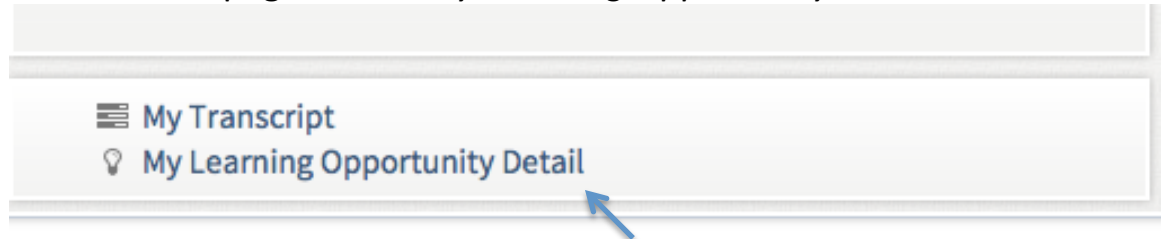


How to Withdraw From a Course in Truenorthlogic

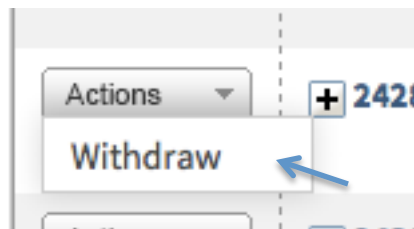
1. Open a browser and go to hcs.truenorthlogic.com
2. Enter your username and password (your network credentials).
3. On the homepage, select *My Learning Opportunity Detail*.



4. On the *My Learning Opportunity Detail* screen, select the *Actions* tab by the course from which you wish to withdraw.



5. You will then select *Withdraw*.



6. On the next screen, you will be prompted to confirm or cancel your request.

Course Catalog

Withdraw From Course

Please confirm that you wish to withdraw from the following course

Learner's Name	Angela Rush
Course	Achieve 3000 for Middle School Teachers
Section	Achieve 3000 Introductory Training

7. If you select **Withdraw**, you will then select **OK** to complete the process. You will receive a **Withdrawal Confirmation** email for your records.

