

Add/Drop (Change in Registration)

Students can register for classes through MyLeighton, a secured website that may be accessed at Leighton-edu.us. Through MyLeighton, students can register for classes, add and drop courses through the end of add/drop period, view their class schedules, view grades for a specific term, and view their unofficial Leighton University transcript. Students are responsible for all MyLeighton account activities, including password maintenance, registration, and security. If a student has questions or needs assistance with any aspect of MyLeighton, the student should contact the Office of the Records at (662) 280-5444 or registrar@leighton-edu.us.

Once registered, students may change their registration (add/drop) according to the published schedule. Any Term's Adds/Drops without academic record may generally be made during the first weeks of classes. After the end of the first ten (10) days of classes, but before the end of the 10th week, a withdrawal-with-record period is in effect. Students may withdraw from courses provided that they consult with their Academic Navigator. Students will receive a "W" grade at the time of withdrawal. Ordinarily, a student may not withdraw from a course after the end of the 5th week of classes for 6-Term and the 6th week for 8-Term, except for medical reasons or other circumstances of similar seriousness with a recommendation from the student's Academic Navigator and support from the Vice President for Enrollment and Student Affairs.

Add/Drop forms are available on the website under Academic Affairs. Transferring one section of a course to another is considered a change of registration and requires the same procedure. Such changes require the approval of an academic advisor and, in the case of closed classes, the instructor.