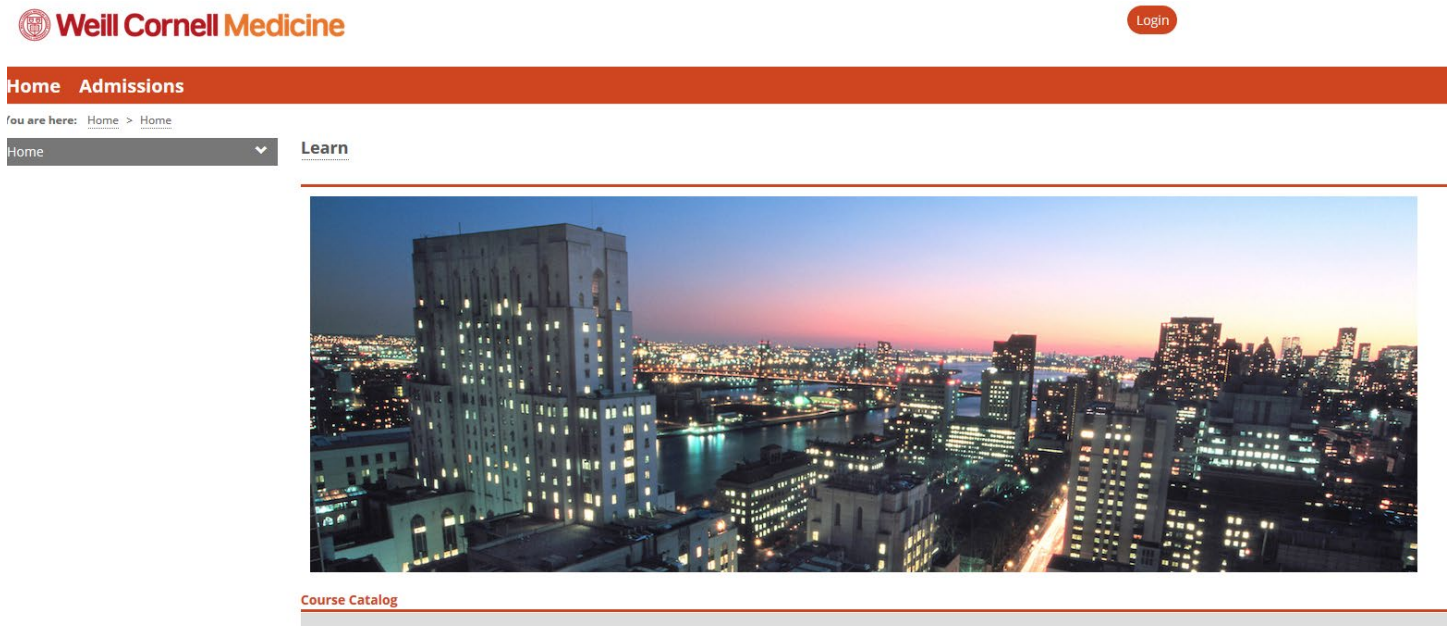
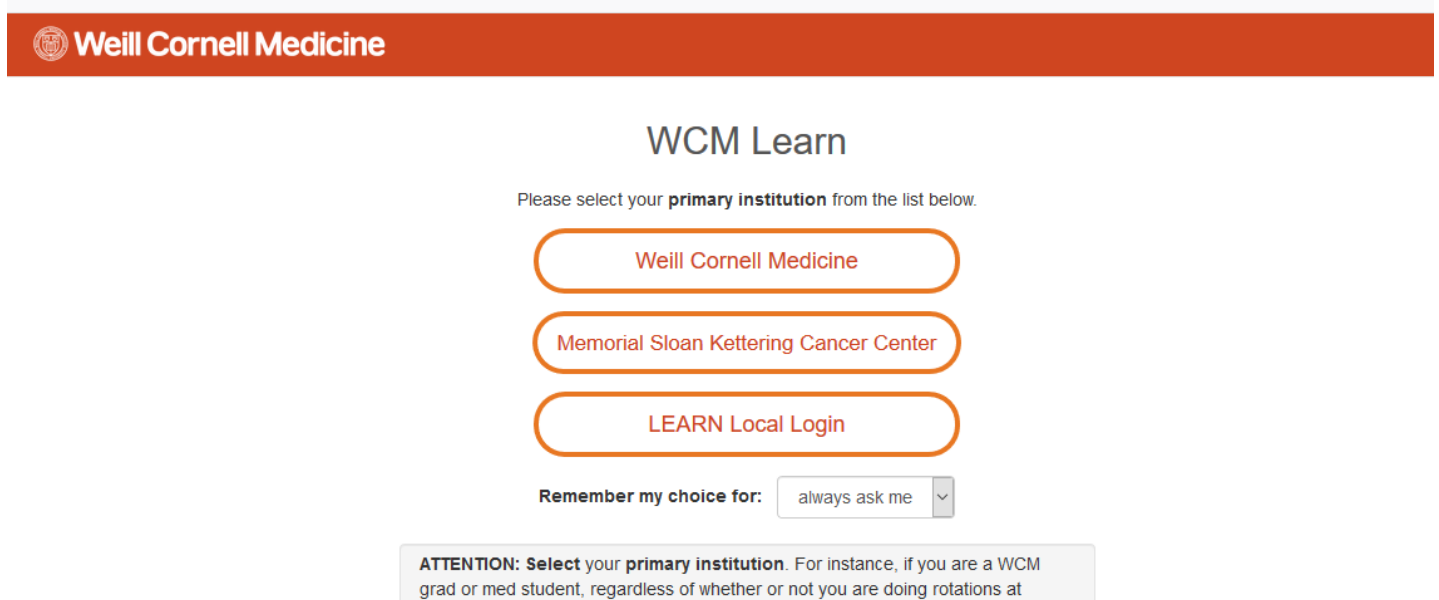


HOW TO ADD/DROP COURSES IN LEARN

1. Log into <https://learn.weill.cornell.edu/ics>. We recommend that you do not use Chrome as we have experienced errors with this platform. While you can search courses from the home page, you will not be able to add/drop courses without logging in first.



2. Select “Weill Cornell Medicine” as your primary institution.

A screenshot of the WCM Learn login page. At the top left is the Weill Cornell Medicine logo. The main heading is 'WCM Learn'. Below it, the text says 'Please select your primary institution from the list below.' There are three rounded rectangular buttons: 'Weill Cornell Medicine', 'Memorial Sloan Kettering Cancer Center', and 'LEARN Local Login'. Below these buttons is a 'Remember my choice for:' label followed by a dropdown menu currently set to 'always ask me'. At the bottom, there is an attention box with the text: 'ATTENTION: Select your primary institution. For instance, if you are a WCM grad or med student, regardless of whether or not you are doing rotations at...'



3. Enter your CWID and password and click “Login.”

WCM Web Login

The screenshot shows a login form with the following elements:


- CWID**: A text input field with a vertical cursor.
- Password**: A password input field.
- WCM Web Login Session Duration**: A dropdown menu currently set to "30 Minutes".
- Login**: An orange button.

4. **Select the correct term for registration.**
5. Click “Add/Drop Courses.”

[Course Catalog](#)

Course Search

Current Term : 2022-2023 Academic Year - Graduate School Fall
Add Period Open / Drop Period Open

 [Course Search](#)



- 6. **Adding courses:** Select either “Doctor of Philosophy” or “Master of Science” in the division drop down. Then search by department, title, etc. If using course codes, put spaces between components and not periods – i.e. search for CMPB 5001 (not CMPB.5001). **Be sure to note the difference between the title search field and the course code search field!**

Add/Drop

Term: ▼
 The Add and Drop Period is closed but you may be able to add or drop one or more registrations.

Add by Course Code **Course Search**

Title: ▼

Course Code: ▼

Term: ▼

Department: ▼

Division: ▼

[More Search Options](#)

- 7. There will be boxes next to courses you may self-add. If you are interested in a course but there is no box next to the course, students will need to seek instructor permission to enroll in the course. Please forward all instructor approvals to registrar@med.cornell.edu.

- 8. **If you want to add a course,** click the “add” box on the left and then click “add courses.”

Course Catalog - Results

Search Results

[Search Again](#)

Term: ▼

Division: ▼

Other previously selected search criteria still apply.

Add	Textbooks	Course code	Name	Faculty	Seats Open	Status	Schedule	Credits	Begin Date	End Date
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CMPB 5001 01	Dynamic Models in Biology	Krogh-Madsen, Trine	20/20	Open	W 11:00 AM-12:15 PM; Weill Cornell F 11:00 AM-1:15 PM;	4.00	8/23/2021	12/10/2021
<input type="checkbox"/>	<input type="checkbox"/>	CMPB 5002 01	Data Structures & Algorithms for CB	Hajirasouliha, Iman Krogh-Madsen, Trine	24/24	Open	TR 3:00 PM-4:30 PM;	3.50	8/23/2021	12/10/2021
<input type="checkbox"/>	<input type="checkbox"/>	CMPB 5003 01	Cellular & Molecular Biology	Krogh-Madsen, Trine	15/15	Open	MW 2:00 PM-3:30 PM;	3.50	8/23/2021	12/10/2021
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CMPB 6001 01	MS-CB Thesis Research Exploration I	Krogh-Madsen, Trine	15/15	Open	F 2:00 PM-3:00 PM; Weill Cornell	1.00	8/23/2021	12/10/2021
<input type="checkbox"/>	<input type="checkbox"/>	CMPB 6010 01	Computational Biology Research	Krogh-Madsen, Trine	15/15	Open		4.00	8/23/2021	12/10/2021

After adding or dropping a course, there will be a confirmation message on the screen and your updated term schedule will be displayed at the bottom of the page.

Messages

HPEC 5002 01 - Successfully dropped from registration record.

Graduate School of the Medical Sciences

9. **To Drop Courses:** Go to the home page and click on “Add/Drop courses.” Click on the box on the left next to the course(s) to be dropped. Click “Drop Courses.”

Course Catalog - Add/Drop Courses

Add/Drop

Term:
 The Add and Drop Period is closed but you may be able to add or drop one or more registrations.
 You are currently registered for **4 credits**.

Messages

CMPB 5001 01 - Successfully added with warnings: The course division of MS is not the same as the student's Current Division of PH

Add by Course Code Course Search

Title:
 Course Code:
 Term:
 Department:
 Division:
 [More Search Options](#)

Your Schedule

Drop	Code	Title	Schedule	Location	Credits	Credit Type	Division
<input type="checkbox"/>	CMPB 5001 01	Dynamic Models in Biology	W 11:00 - 12:15 F 11:00 - 1:15	Weill Cornell	4.00	Letter Grade	Master of Science

10. **ALWAYS MAKE SURE TO REVIEW YOUR SCHEDULE AFTER YOU MAKE ANY CHANGES!**

- a. Log out (or close your browser) and back in to LEARN
- b. Click on the “Registrar” tab
- c. Click on “View Details” under “My Schedule”
- d. Make sure to review the correct terms!