

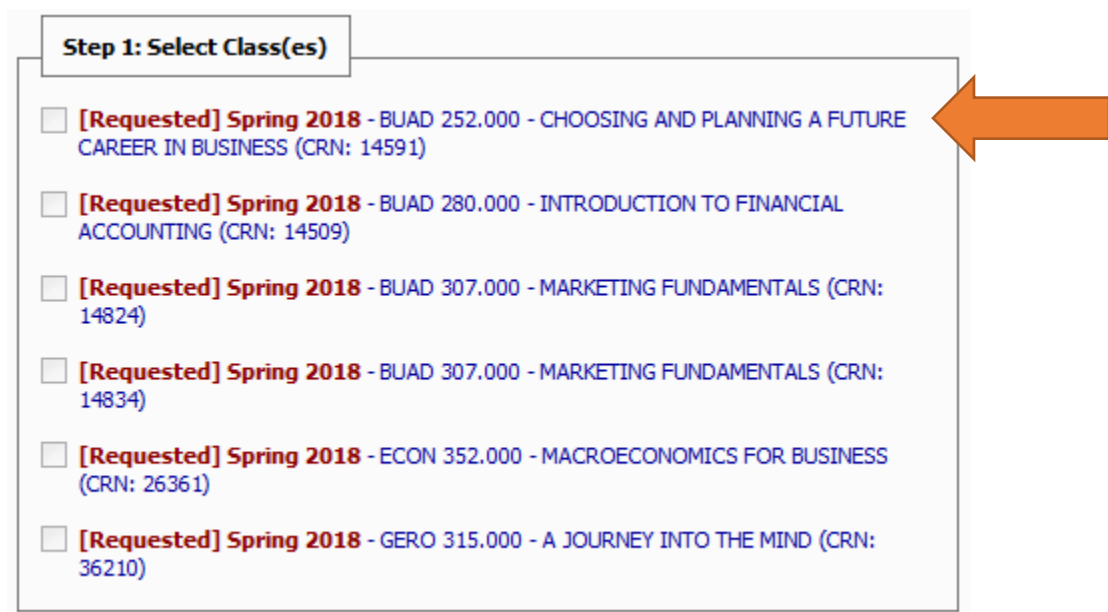
## How to Cancel a Classroom Accommodation

**Step 1:** Visit MyDSP and login with your USC Net ID and password.

**Step 2:** Locate the course for which you would like to cancel your accommodation.

**Step 1: Select Class(es)**

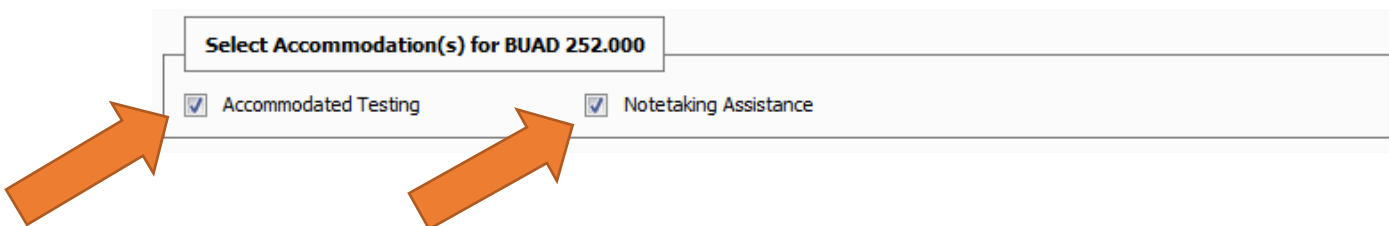
- [Requested] Spring 2018 - BUAD 252.000 - CHOOSING AND PLANNING A FUTURE CAREER IN BUSINESS (CRN: 14591)
- [Requested] Spring 2018 - BUAD 280.000 - INTRODUCTION TO FINANCIAL ACCOUNTING (CRN: 14509)
- [Requested] Spring 2018 - BUAD 307.000 - MARKETING FUNDAMENTALS (CRN: 14824)
- [Requested] Spring 2018 - BUAD 307.000 - MARKETING FUNDAMENTALS (CRN: 14834)
- [Requested] Spring 2018 - ECON 352.000 - MACROECONOMICS FOR BUSINESS (CRN: 26361)
- [Requested] Spring 2018 - GERO 315.000 - A JOURNEY INTO THE MIND (CRN: 36210)



**Step 3:** The top section will indicate the course, please ensure you have selected the correct course. You will see the selected accommodations for that course.

**Select Accommodation(s) for BUAD 252.000**


- Accommodated Testing
- Notetaking Assistance



**Step 4:** Deselect an accommodation for the course by clicking on the box to remove the check mark.

Select Accommodation(s) for BUAD 252.000


Accommodated Testing       Notetaking Assistance




**Step 5:** Click update request.

[Update Request](#)   [Cancel Request](#)   [Back to List](#)


[View Request History in Detail](#)



**Step 5:** Ensure that the request was submitted successfully by waiting for the system to update.

 **YOUR REQUEST WAS SUBMITTED SUCCESSFULLY**

System has successfully processed your request and will be reviewed by the staff for approval. If you have not received email regarding your services within **3 business days**, please contact our office.



Please note that this does not cancel your accommodations; it removes the selected accommodation(s) for the selected course. Should you have any questions, please contact your primary advisor.