

Cancel registration for a PeopleSoft training:



1. Go to UTEP PeopleSoft Training Calendar.
2. Select the class you previously registered and now want to unsubscribe from and click the **Register** link.
3. Login using your UTEP credentials.
4. If you registered for the class you will see the class details, click **Cancel Registration** to proceed with the cancellation. The page will load and you will receive an e-mail notification regarding your cancellation.
6. If you saved the course to your Outlook calendar, make sure to delete the appointment. To do this, open the event on your Outlook calendar and select the **delete** option.

Welcome!

PLEASE LOGIN USING YOUR UTEP'S USERNAME

Username *

paydirtpete

Password *

.....

Remember me

LOG IN

