

Withdraw a Session Request

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1. From your Dashboard, select **My Sessions**.
2. Select the **Requested** tab.
3. Select the card for the desired session.
4. Select **Withdraw**.
5. Choose the desired action:
 - a. **Cancel**
 - b. **Withdraw and Save as a Draft** (this allows you to edit as needed and then resubmit the request)
 - c. **Delete Session** (this removes the session permanently)
6. If you select Delete Session, you must confirm the selection.