Enrolling in and Editing a Variable Credit Hour Class

Some courses are offered for a range of credit hours. For example, BAND 202 is offered for 0 or 1 credit hours. When a student registers for a course that is offered for variable credit, the number of credit hours will default to the lowest number. It is the student’s responsibility to adjust the number of credit hours on their schedule.

Enrolling from Class Search

The Review Class Preferences step in the enrollment process allows students to make adjustments to the number of units in their class.
Enrolling from Shopping Cart

Students can adjust the variable credit for classes that are in their Shopping Cart by clicking on the Change Preferences link and selecting the correct units.

Click Save on the Preferences screen and click on the Enroll button to go through the Enrollment Process.
Updating Variable Class Units on Enrolled Classes

To change the credit hours for a variable class after you’ve enrolled, a student must update the class information in Enroll & Pay.

First, click on the Enroll & Manage Classes tile on the Student Homepage.

Then, click on the Update Classes link to view the classes you are able to update.

Select the class that you’d like to update. You will only be able to change credit hours for courses that have been defined as variable credit hour classes.
Click the Units drop down and change the credit hours to the desired hours. Click Accept to process the change.

Review and Submit changes.