How to Register for Variable Credit Courses

Some course registrations will require students to choose the number of credits for which they register. Here's how.

1. Under Banner Self Service, select Student Services > NEW: Registration Dashboard:



2. Click on "Add and Drop Classes:"

stra	tion		
hat wou	ild you like to do?		
	Prepare for Registration View registration statue, update student term data, and complete pre-registration requirements.	-	Plan Ahead Give yourself a head start by building plans. When you're ready to register, you'll be able to load these plans.
-	Add and Drop Classes Search and register for your classes. You can also view and manage your schedule.	4	Look Up Classes Looking for classes? In this section you can browse classes you find interesting.
-	View Schedule View your past schedules and your ungraded classes.		

3. Select the term and click Continue:

Select a Term	
Select a Term for Class Search	
Fall 2023	Ψ
Continue	

4. Click on the "Enter CRNs" tab, enter the appropriate CRN, then click "Add to Summary:"

Register for Classes								
Find Classes	Enter CRNs	Plans	Schedule and Options					
Enter Cour Term: Fall 2023	se Reference	Number	rs (CRNs) to Register					
CRN 80625		Student Tea	aching EDUC 496, 0					
CRN	nother CRN) d to Summa	пу					

5. Click Submit to register for the course section:

Summary	r	_		_		_	_	
CRN	Title	Details	Hours	Schedule Type	Status	Action	÷	¢ .
80625	Student Teaching	EDUC 496, 0	9	Internship	Pending	**Registered**	•	
Total Hours F	Registered: 0 Billing: 0 CEU: 0	Min: 0 Max: 999,999.6	999					
							Submit	

6. After registration, click on the "Schedule and Options" tab:

Register for Classes									
Find Classes	Enter CRNs	Plans	Schedule and Options						
Enter Course Reference Numbers (CRNs) to Register Term: Fall 2023									
CRN	nother CRN Ad) Id to Summ	ary						

7. Click on the Hours number, which will be underlined in blue:

egister f	or (Classe	s					
Find Classes	Ente	r CRNs	Plans	Schooule and Options				
Summary Term Fat 2023								e
CRN	.0	Title		*	Hours	Grade Mode	Level	*
▶ 80625		Student 7	eaching		9	Normal Grading-In Progress Ali	Undergraduate	
								Records: 1

8. Click on the number of hours for which you need to take the course, and then click on "Submit" at the bottom right of the screen:

id Classes	Enter	CRNs	Plans.	Schedule and Optons						
ummary m: Fail 2023										4
CRN	٥	Title			٠	Hours		Grade Mode	Level	4
00625		Student 1	Teaching			10	-	Normal Grading-In Progress All	Undergraduate	
						9				Records: 1

9. You should see the "Save Successful" notification at the top right of the screen, and your Registered and Billing Hours should adjust accordingly:

udent • Rep	stration	Select a	Term • Register for Ga	Save Successful				
egister f	or Clas	ses						
Find Classes	Enter CRNs	Plans	Schedule and Options					
Summary Term: Fail 2023							0	
CRN	0 Title			Hours	Grade Mode	Level	\$.	
▶ 80625	Stude	nt Teaching		10	Normal Grading-In Progress All	Undergraduate		
							Records 1	