

Enrollment – Edit a Class

To change the credit hours for a variable credit class, the edit option can be used. Only classes that can be changed will be listed under the drop down for the edit option. Pick the class from the drop down and click proceed to step 2.

Enrollment: Edit a Class

Enroll & Pay

Favorites | Main Menu > Enroll and Pay > Enrollment > Enrollment: Drop Classes

Jayhawk Student

Search | **Plan** | **Enroll** | **My Academics**

my class schedule | add | drop | swap | edit | term information | withdrawal form

Edit Class Enrollment Options

1 2 3

1. Select a class to edit

Select the class to modify and click Proceed to Step 2 of 3 to change your class preferences.

2010 Fall | Undergraduate | University of Kansas [change term](#)

Classes you are allowed to edit

Select from your schedule

[PROCEED TO STEP 2 OF 3](#)

My 2010 Fall Class Schedule

Search | **Enroll** | **My Academics**

[My Class Schedule](#) | [Add](#) | [Drop](#) | [Swap](#) | [Edit](#) | [Term Information](#) | [Withdrawal Form](#)

Click the Units drop down and change the credit hours to the desired hours. Click Next to process the change.

Jayhawk Student go to ...

Search Plan Enroll My Academics
my class schedule || add || drop || swap || edit || term information || withdrawal form

Edit Class Enrollment Options 1 2 3

1. Select a class to edit - Enrollment Preference

2010 Fall | Undergraduate | University of Kansas

AAAS 690 - Investigation and Conference

Class Preferences

AAAS 690-1100 Ind Study ● Open **Permission Nbr**

Grading A-D(+/-)FI

Session Regular Academic Session

Career Undergraduate

Enrollment Information

- Department Consent Required to enroll in this class
- H Humanities
- World Civilization
- Prerequisite Indicated

Units
1.00
2.00
3.00

CANCEL PREVIOUS NEXT

Section	Component	Days & Times	Room	Instructor	Start/End Date
1100	Ind Study		TBA	Staff	08/19/2010 - 12/17/2010

Click Finish Editing if the change is correct.

Jayhawk Student go to ...

Search Plan Enroll My Academics
my class schedule || add || drop || swap || edit || term information || withdrawal form

Edit Class Enrollment Options 1 2 3

2. Confirm your selections

Click Finish Editing to process your edit request. To exit without making changes to this class, click Cancel.

2010 Fall | Undergraduate | University of Kansas

Class Attribute	Original Value	New Value
Units	2.00	3.00

CANCEL FINISH EDITING

The results will show Success if the class was updated.

The screenshot shows the 'Enroll & Pay' web application interface. At the top, there is a breadcrumb trail: 'Favorites | Main Menu > Enroll and Pay > Enrollment > Enrollment: Drop Classes'. Below this is the 'Jayhawk Student' header with a 'go to ...' dropdown menu. A navigation bar contains buttons for 'Search', 'Plan', 'Enroll', and 'My Academics'. Underneath are links for 'my class schedule', 'add', 'drop', 'swap', 'edit', 'term information', and 'withdrawal form'. The main section is titled 'Edit Class Enrollment Options' with a page indicator '1 | 2 | 3'. Below this is a section '3. View results' with the instruction: 'View the results of your enrollment request. Click fix errors to try and correct the problems listed below.' The page context is '2010 Fall | Undergraduate | University of Kansas'. A message box displays two items: a green checkmark with 'Success: Class updated' and a red X with 'Error: Unable to update class'. Below this is a table with columns 'Class', 'Message', and 'Status'. The table contains one row: 'AAAS 690', 'Success: This class has been updated.', and a green checkmark. A 'MY CLASS SCHEDULE' button is located below the table. At the bottom, there is a secondary navigation bar with links for 'Search', 'Enroll', 'My Academics', 'My Class Schedule', 'Add', 'Drop', 'Swap', 'Edit', 'Term Information', and 'Withdrawal Form', along with another 'go to ...' dropdown menu.