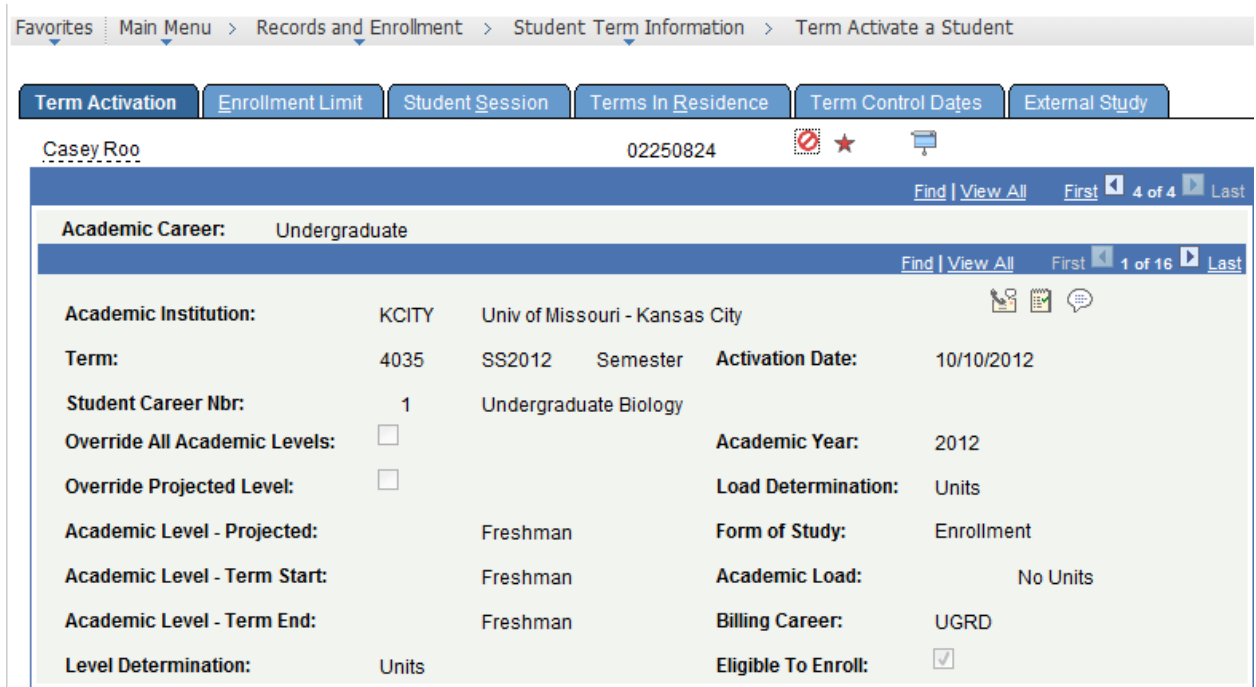


Undergraduate students are restricted by the system in enrolling in more than 17 hours in the Fall and Spring terms. If you want to increase or decrease that maximum, you will need to change their Max Hours.

Path: Records and Enrollment > Student Term Information > Term Activate a Student

1. This is the term eligibility screen. There will be a row on this screen for each term the student was/is eligible to register for.
2. First check to make sure you have the correct **Career**. If not, use the arrows in the upper right-hand corner to scroll to the correct career.
3. Next, make sure you have the correct **term** within the correct career. If not, use the arrows on the second blue line to scroll to the correct term.
4. Click the **Enrollment Limit** tab.



5. Click the **Override Unit Limits** check box.
6. Enter the desired information into the Max Total Units field. You can either *increase* the maximum or *decrease* the maximum depending on the student.
7. Click the **Save** button.
8. The student will now be able to enroll in up to the number of credit hours you input on their own in Pathway without having to go in-person to the Registration and Records office.

Term Activation Enrollment Limit Student Session Terms In Residence Term Control Dates External Study

Casey Roo

02250824



Find | View All First 4 of 4 Last

Academic Career: Undergraduate

Find | View All First 1 of 16 Last

Academic Institution: Univ of Missouri - Kansas City



Term: SS2012 Semester

Primary Academic Program: Undergraduate Biology

Academic Group of Advisor: KBIOS

*Approved Academic Load: Full-Time

Override Unit Limits:

Max Total Units:	<input type="text"/>	Max Audit Units:	<input type="text"/>
Max No GPA Units:	<input type="text"/>	Max Wait List Units:	<input type="text"/>
Min Total Units:	<input type="text"/>	Max Total Courses:	<input type="text"/>