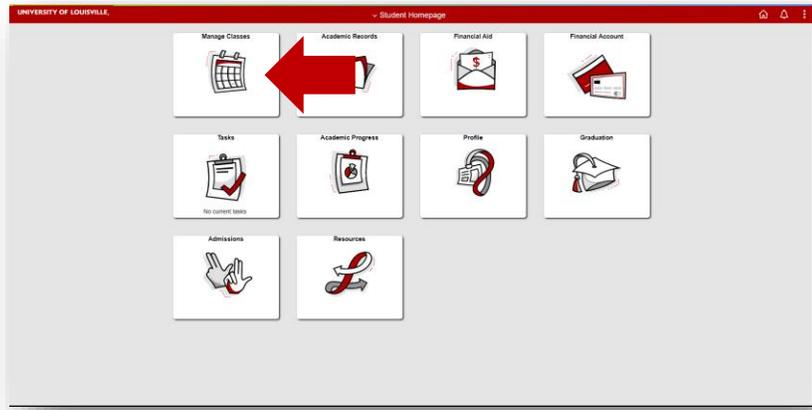
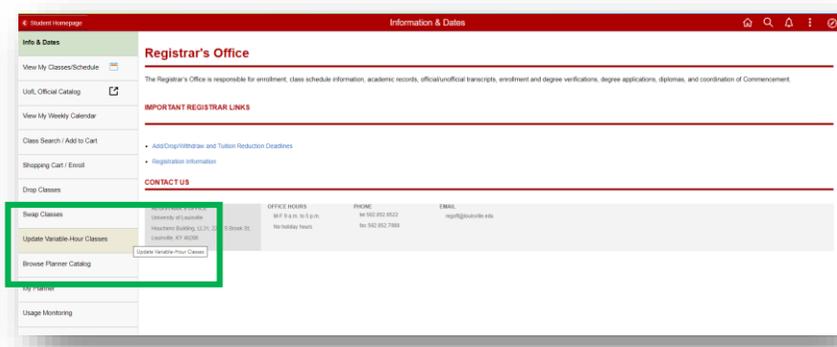


# HOW TO UPDATE VARIABLE COURSE HOURS

After logging in to ULink, click on the tile labeled **Manage Classes**.



On the left sidebar, select **Update Variable Course Hours**.



Choose the class you wish to update.

Choose classes to update					
Class	Description	Days and Times	Units	Status	
01 (# 5790) - Lecture	COMM 115 INTERPERSONAL SKILLS - OC	Monday Wednesday Friday 7:00AM to 7:50AM	3.00	Enrolled	>
50 (# 4701) - Lecture	SOC 327 SOCIOLOGY OF GENDER	To be Announced	3.00	Waiting	>
05 (# 9454) - Lecture	TA 352 SP TOPICS IN THEATRE	Monday Wednesday 1:00PM to 2:15PM	1.00	Enrolled	>

# HOW TO UPDATE VARIABLE COURSE HOURS

Using the drop-down menu, designate the correct number of units.

## Step 1 of 2: Class Preferences

TA 352 Special Topics in Theatre

05 (# 9454) - Lecture - Open

Units

1.00	▼
1.00	
1.50	
2.00	
2.50	
3.00	

Click the **Submit** button and then confirm your submission.

## Step 2 of 2: Review and Submit

TA 352 SP TOPICS IN THEATRE

Class Preferences

Permission Number

None

Units

2.50

Submit

After confirming your submission, you will see a green success bar at the top of your screen and a message confirming which class has been updated.

Are you sure you want to submit?

Yes

No

Selected class has been updated.

University of Colorado

Info & Dates

View My Classes/Schedule

TA 352 - Special Topics in Theatre

Selected class has been updated.

[View Holds/To Do List](#)

Related Information