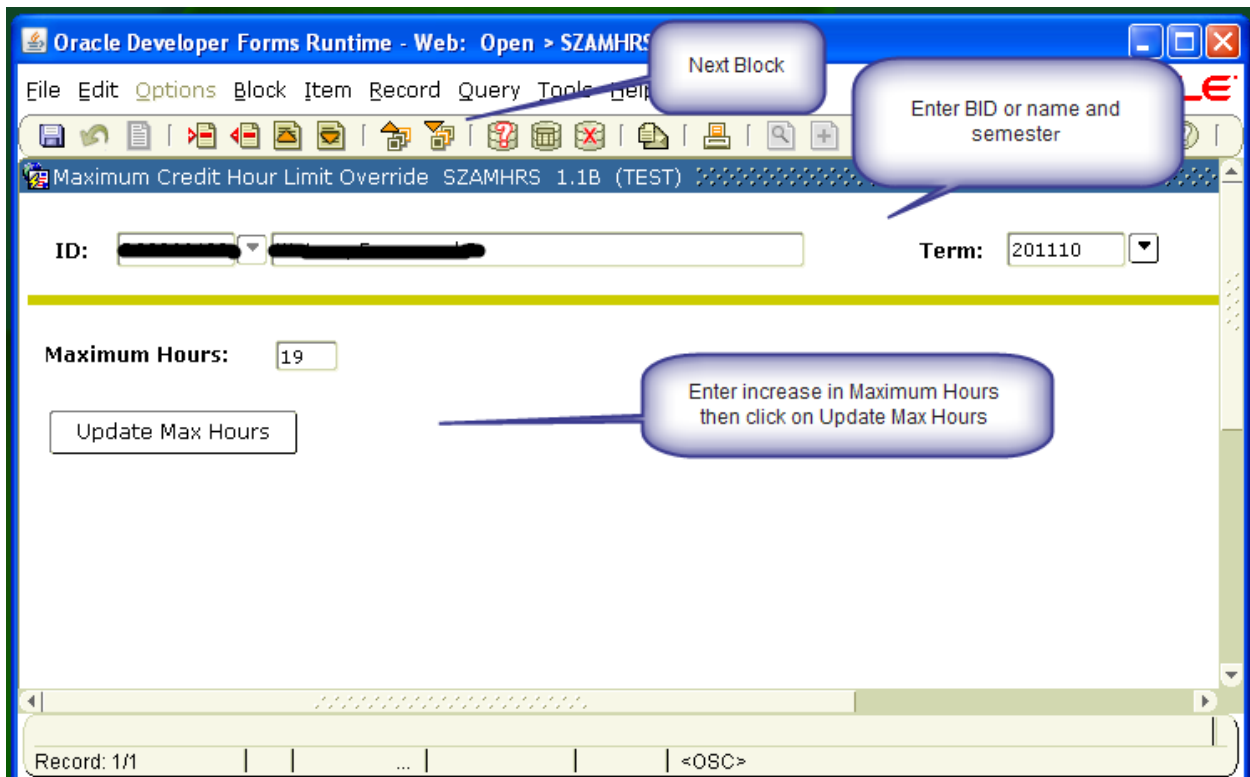


SZAMHRS Maximum Credit Hour Limit Override

This screen allows you to increase the number of credit hours a student may register for in a given semester. You must enter the student's BID (Banner ID). If you do not know the BID enter the student's last name. If you wish to enter the student's first name also, you must put a comma between the two names. Hit Enter. You will get a drop down list of all the students who meet the criteria you entered. If there is only one, the info will be filled in at the top of the screen. The semester must be entered in the following format yyyytt where y=year and t=term. If you want to see information for spring 2011 you would enter 201110; for summer you would enter 201120; and for fall you would enter 201130. Click on Next Block or Ctrl+PgDn.

NOTE: You can only change maximum hours if the student is already registered for the term in question. The update only applies to the term in question.



Enter the desired increased Maximum Hours total and click on the Update Max Hours box.