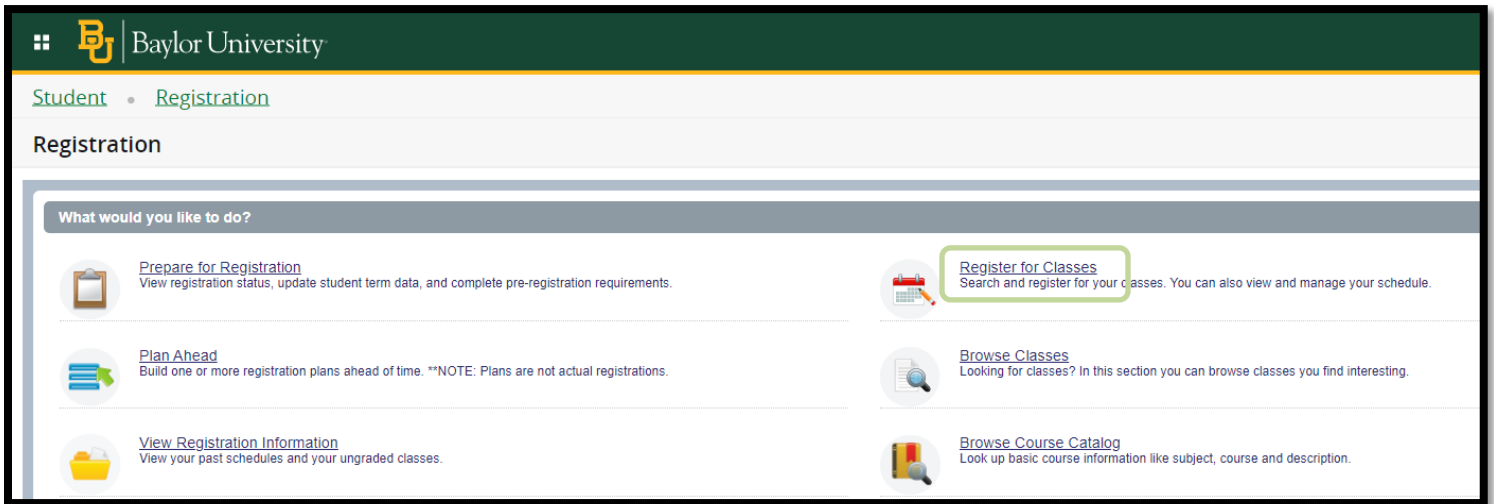


How to Change Variable Hours

1. Login to Bearweb
2. Select Student Academic Services
3. Select Registration
4. Select Registration + Planning

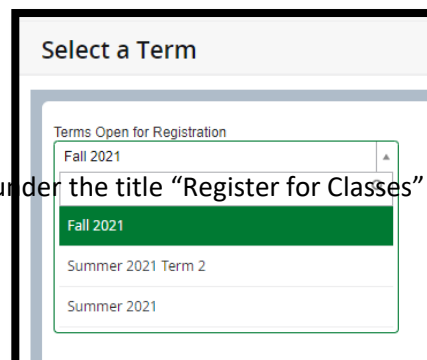



5. Select Register for Classes



6. Select the correct Term the class will be taken

7. Open "Schedule and Options" Tab towards the top under the title "Register for Classes"



 **Baylor University**

[Student](#) • [Registration](#) • [Select a Term](#) • [Register for Classes](#)

Register for Classes

Find Classes | Enter CRNs | Plans | **Schedule and Options**

Enter Your Search Criteria ⓘ

Term: Fall 2021

Subject

Course Number

Keyword

[Advanced Search](#)

Schedule and Options

Summary

Term: Fall 2021

Title	Details	Hours	CRN	Schedule Type	Grade Mode
Foundation Internship I	SWO 5491, 80	4	26278	Internship/Practicum	Standard
Introduction to the Profession	SWO 5221, 02	2	41609	Class Instruction	Standard
Mentoring in Ministry	MENT 7V00, 01	<u>5</u>	10316	Internship/Practicum	Standard
Professional Practice with Groups	SWO 5362, 02	3	37806	Class Instruction	Standard
Professional Practice with Individuals and Fa...	SWO 5561, 02	5	37816	Class Instruction	Standard

Total Hours | Registered: 19 | Billing: 19 | CEU: 0 | Min: 0 | Max: 19

8. Select the hours slot next to the class you need to change (the number should be underlined) and manually select # of hours needed.

Schedule and Options

Summary

Term: Fall 2021

Title	Details	Hours	CRN	Schedule Type	Grade Mode
Foundation Internship I	SWO 5491, 80	4	26278	Internship/Practicum	Standard
Introduction to the Profession	SWO 5221, 02	2	41609	Class Instruction	Standard
Mentoring in Ministry	MENT 7V00, 01	<input type="text" value="5"/> Must be from 1 to 9	10316	Internship/Practicum	Standard
Professional Practice with Groups	SWO 5362, 02	3	37806	Class Instruction	Standard
Professional Practice with Individuals and Fa...	SWO 5561, 02	5	37816	Class Instruction	Standard

Total Hours | Registered: 19 | Billing: 19 | CEU: 0 | Min: 0 | Max: 19