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