

## How to change the number of credits in a variable credit class:

1. Go to myUVM.uvm.edu
2. Click on the Registrar tab
3. Click on Add/Drop/Withdraw
4. Select the term

During registration, the course look-up feature (**Class Search**) is available at the bottom of the next page once you choose a term and click on Submit.

If (**View Only**) displays next to the term, this means you can only look at your schedule.

Select a Term: Summer 2019 ▾

Submit

### 5. You will see the courses you are registered for:

Current Schedule

Status	Action	Request Withdrawal	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
You are registered! (Web) on Apr 08, 2019	None ▾	starts Sep 10, 2019	94971	HST	225	A	Graduate	3.000	Normal A-F grades and SP/UP	Books and Readers

### 6. Click on the number of credits

Current Schedule

Status	Action	Request Withdrawal	CRN	Subj	Crse	Sec	Level	Cred	Grade Mode	Title
You are registered! (Web) on Apr 08, 2019	None ▾	starts Sep 10, 2019	94971	HST	225	A	Graduate	3.000	Normal A-F grades and SP/UP	Books and Readers

### 7. Choose the appropriate amount.

For Richard Watts' AS-190 courses, please enroll at the following credit rate:

40 hours = 1 credit

80 hours = 2 credits

120 hours = 3 credits

160 hours = 4 credits

200 hours = 5 credits

240 hours = 6 credits

Please get in touch with Richard if you want to go above 6 credits.

Hours can be counted between the first day of classes, and the last day of exams as listed in the University Calender here: <https://www.uvm.edu/registrar/uvm-academic-calendar-2018-2019>