

Office of the Registrar

Changing Variable Credits in URSA Registration

- Log on to Ursa at <u>https://ursa.unco.edu</u>
- Select Register, Add or Drop/Withdraw Classes to add the course; it will default to the lowest credit amount available for the course.
- Once registered, go to the Schedule and Options tab, click on the number of credits showing in the credit column, and enter the correct number of credits. Select Submit to save changes.
- See Registration History and Schedule in URSA to confirm the change.

Register for Classes

Find Classes	Enter CRNs	Plans	Sche	dule and Options						
Summary Term: Spring 2024										
Title			*	Details		Cred				
Psychology F	Field Experience			PSY 491, 970		1				

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Find Classes	Enter CRNs	Plans	Schee	dule and Options						
Summary Term: Spring 2024										
Title			*	Details		Cred				
Psychology F	ield Experience			PSY 491, 970		3 Must be from 1 to 6				

Changes to credit amounts must be completed by the add deadline of the course.