

Granting permission to register for over 18 hours

1. In the Adviser Tab, open the student record
2. On the Status Tab, Click Status from the blue strip below the tab list

Student (Mouse, Mickey)

Student Number 100180976
Name Mouse, Mickey; *04/01/1980; Male
Principal Org. Unit College of Informatics; Highland Heights Campus
Status Student; Non-Resident
Program BS-INF; BS in College of Informatics; Bachelor Level

Refresh You Can Also:

Overview Bio-demographic Data Academic History **Status** Program Data Audit Activity Record

Program Type Progression Hold Status

View [Standard View] Print Version Export Create Display Edit Comment Active/Inactive Filter Settings

Status (Description)	Status Specification	Sts Grouping	Start Date	End Date	Object type	Object Description	Object abbreviation
Attending	Active	Study	05/11/2009	08/15/2009	Study	BS in College of Informatics	BS-INF
Student	Active	Study	01/12/2009	12/31/9999	Study	BS in College of Informatics	BS-INF
Admitted Appl	Active	Admission	05/11/2009	08/15/2009	Study	BS in College of Informatics	BS-INF
Applicant	Inactive	Admission	05/11/2009	08/15/2009	Study	BS in College of Informatics	BS-INF

3. Click the CREATE button. You will see the screen below:

Create Status

Status

Status Type: Sts Grouping:

Status: Active

Start Date: 05/12/2009

End Date: 12/31/9999

Comments:

Save and Close Cancel

Select one of the following status types:

- 9920 1 Additional Credit (student can take up to 19 hours)
- 9921 3 Additional Credits (student can take up to 21 hours)
- 9922 6 Additional Credits (student can take up to 24 hours)

4. Save and Close

