Login to ozone.ou.edu using your OUNet ID and Password.

Click on the Academics tab. A tab becomes highlighted when it is activated.

Students will access registration-related information and activities through this channel.

**Enrollment Tools**
- Check Advising Status
- Course Evaluation Data
- Course Descriptions
- Enroll and Add/Drop
- Enrollment and Registration Status
- How to Enroll and Look Up Classes
- Look Up Classes
- Variable Credit Hours Classes

**Note:** When any of these links are accessed, the system always prompts for the term to ensure that any changes made are for the correct term.
**Variable Credit Course Hours** – Change the hours of enrollment in variable-credit courses.

Select a term. In this example, **Fall 2010**.

Click **Submit**.

**Variable-Credit Course Hours** form will open.

In this example, **University Band** is a variable-credit course in which the student is enrolled for **1** hour of credit.

Enter the correct number of hours in the **Credit Hours** field.

Click **Submit Changes**.

Click the Back to **Academics Tab** link to return to the **Academics** tab.

August 27, 2013