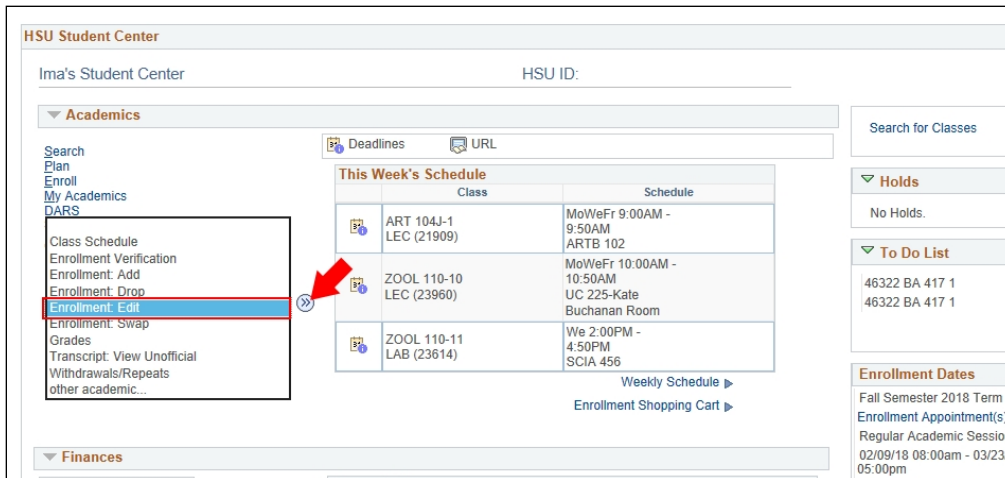


How to change a grade mode.

Step 1: Select **Enrollment: Edit** from the academics drop down menu.

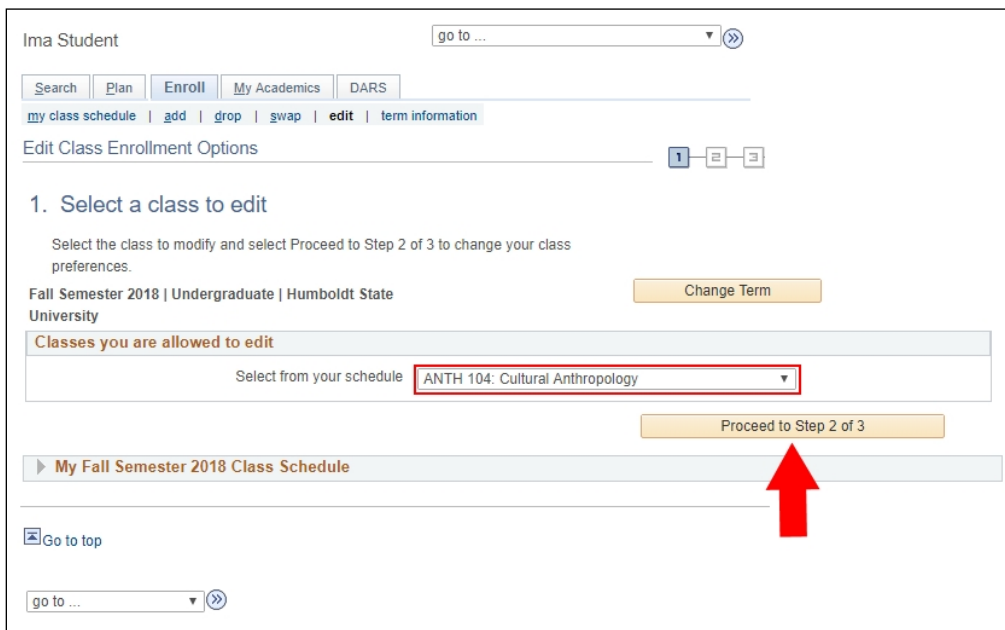


The screenshot shows the HSU Student Center interface. The 'Academics' menu is open, and 'Enrollment: Edit' is highlighted with a red box and a red arrow. The 'This Week's Schedule' table is visible, listing classes like ART 104J-1, ZOO 110-10, and ZOO 110-11. Other sections like 'Holds', 'To Do List', and 'Enrollment Dates' are also visible.

Class	Schedule
ART 104J-1 LEC (21909)	MoWeFr 9:00AM - 9:50AM ARTB 102
ZOO 110-10 LEC (23960)	MoWeFr 10:00AM - 10:50AM UC 225-Kate Buchanan Room
ZOO 110-11 LAB (23614)	We 2:00PM - 4:50PM SCIA 456

Step 2: Select the class from your schedule that you would like to modify.

Step 3: Click **Proceed to Step 2 of 3**.



The screenshot shows the 'Edit Class Enrollment Options' page. The 'Classes you are allowed to edit' section has a dropdown menu with 'ANTH 104: Cultural Anthropology' selected. The 'Proceed to Step 2 of 3' button is highlighted with a red arrow.

1. Select a class to edit

Select the class to modify and select Proceed to Step 2 of 3 to change your class preferences.

Fall Semester 2018 | Undergraduate | Humboldt State University

Classes you are allowed to edit

Select from your schedule: ANTH 104: Cultural Anthropology

Proceed to Step 2 of 3

Step 4: Select the desired grad mode.

Step 5: Click the **Next** button.

Ima Student

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[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [edit](#) | [term information](#)

Edit Class Enrollment Options 1 2 3

1. Select a class to edit - Enrollment Preferences

Fall Semester 2018 | Undergraduate | Humboldt State University
ANTH 104 - Cultural Anthropology

Class Preferences

ANTH 104-1 Lecture ● Open Permission Nbr

Session Regular Academic Session
Career Undergraduate

Grading Letter Grades (All Careers)

Units 3.00

Enrollment Information

- Anthropology
- Online with Scheduled Meeting

Section	Component	Days & Times	Room	Instructor	Start/End Date
1	Lecture	TuTh 9:00AM - 10:20AM	FH 108	Staff	08/20/2018 - 12/14/2018

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Step 6: Confirm your change and click the **Finish Editing** button.

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Edit Class Enrollment Options 1 2 3

Select Finish Editing to process your edit request. To exit without making changes to this class, select Cancel.

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Class Attribute	Original Value	New Value
Grade Option	Letter Grade	Optional Credit/No Credit Undergraduate

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Step 7: Make sure your request was a success.

Edit Class Enrollment Options 1 2 3

View the results of your enrollment request. Select fix errors to try and correct the problems listed.

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✔ Success: Class updated ✘ Error: Unable to update class

Class	Message	Status
ANTH 104	Success: This class has been updated.	✔