Steps to Updating Variable Hours:

1. **Login to BearWeb. Select “Student Academic Services”, then “Registration” and then Select “Registration + Planning”**
   - ![Image of BearWeb interface showing the steps](image)

2. **Click “Register for Classes”**

3. **Select appropriate term and click “Continue”**
4. Select “Schedule and Options”
   **Note: You must register for a variable course first, before you will be able to update the hours.**

5. Select the underlined hours for the variable hour course

6. Update hours to required number
7. **Click “Submit” to finalize the hours update**