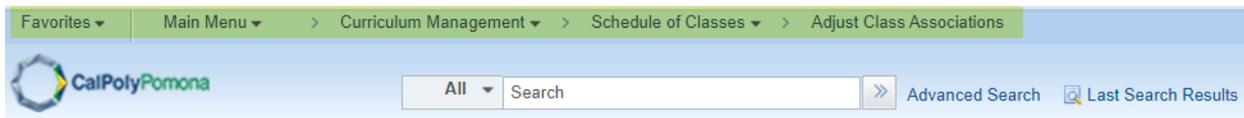


Variable Unit Class



When scheduling a variable unit class, the units must be specified in the “Adjust Class Associations” page. To modify the units for a variable unit class, please follow the steps provided below.

1. Navigate to “Adjust Class Associations” and search for an existing class.
 - a. Required fields:
 - i. Academic Institution: POCMP
 - ii. Term
 - iii. Subject
 - iv. Catalog Nbr



Adjust Class Associations

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Academic Institution =	▼	POCMP	🔍
Term =	▼		🔍
Subject Area =	▼		🔍
Catalog Nbr	begins with ▼		
Academic Career =	▼		▼
Session =	▼		▼
Course ID	begins with ▼		🔍
Course Offering Nbr =	▼		🔍
Description	begins with ▼		

Case Sensitive

2. Specifying Units in the Class Associations Tab

- a. Sections are identified by their “Associated Class” number in the “Class Associations” page. Each section should have a unique number assigned to it in the Schedule of Classes (please refer to the “Associated Class Number” document for further information)

Course ID 000921 Course Offering Nbr 1
Academic Institution Cal Poly Pomona
Term Spring Semester Undergrad
2020
Subject Area AVS Animal & Veterinary Science
Catalog Nbr 2990 Spec Topic for LD Students
Session 1 Regular Academic Session [Class Roll](#)

Class Associations Find | View All First 1 of 11 Last

Associated Class 1	
Minimum Units 1.00	Maximum Units 1.00
Academic Progress Units 1.00	FA Units 1.00
Course Count 1.00	Course Contact Hours 1.00
Billing Factor 1.000	*Instructor Edit No Enrollment Choice
Tuition Group	

Use Blind Grading

[Save](#) [Return to Search](#) [Previous in List](#) [Next in List](#) [Notify](#)

[Class Associations](#) | [Class Components](#) | [Class Requisites](#)

3. Modify the following fields only:

- a. Minimum Units
- b. Maximum Units
- c. Course Contact Hours
- d. The Academic Progress Units and the FA Units will be greyed out
- e. Do not modify the Course Count or the Billing Factor fields. These fields will always default to 1.00