Course Overload

Location(s):

myNKU

Purpose: Perform this procedure when you need to grant students permission to register for over 18 hours.

1. Log into http://mynku.nku.edu using your NKU username and password.
2. Select the Academic Advising tab.
3. Open the student record.
4. Select the Status tab.
5. Select the Status sub-tab.
6. Click Create.
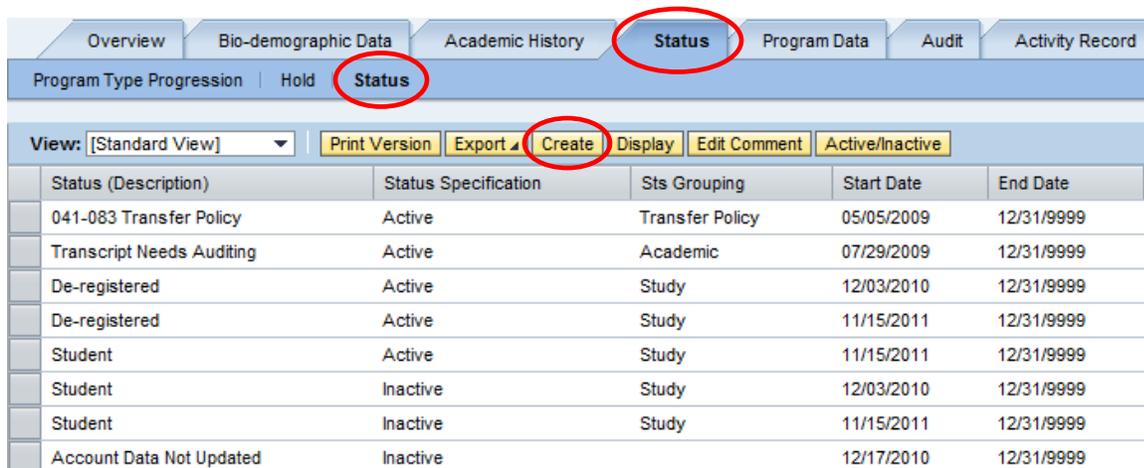
Status (Description)	Status Specification	Sts Grouping	Start Date	End Date
041-083 Transfer Policy	Active	Transfer Policy	05/05/2009	12/31/9999
Transcript Needs Auditing	Active	Academic	07/29/2009	12/31/9999
De-registered	Active	Study	12/03/2010	12/31/9999
De-registered	Active	Study	11/15/2011	12/31/9999
Student	Active	Study	11/15/2011	12/31/9999
Student	Inactive	Study	12/03/2010	12/31/9999
Student	Inactive	Study	11/15/2011	12/31/9999
Account Data Not Updated	Inactive		12/17/2010	12/31/9999

7. 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)

8. Click Save and Close.
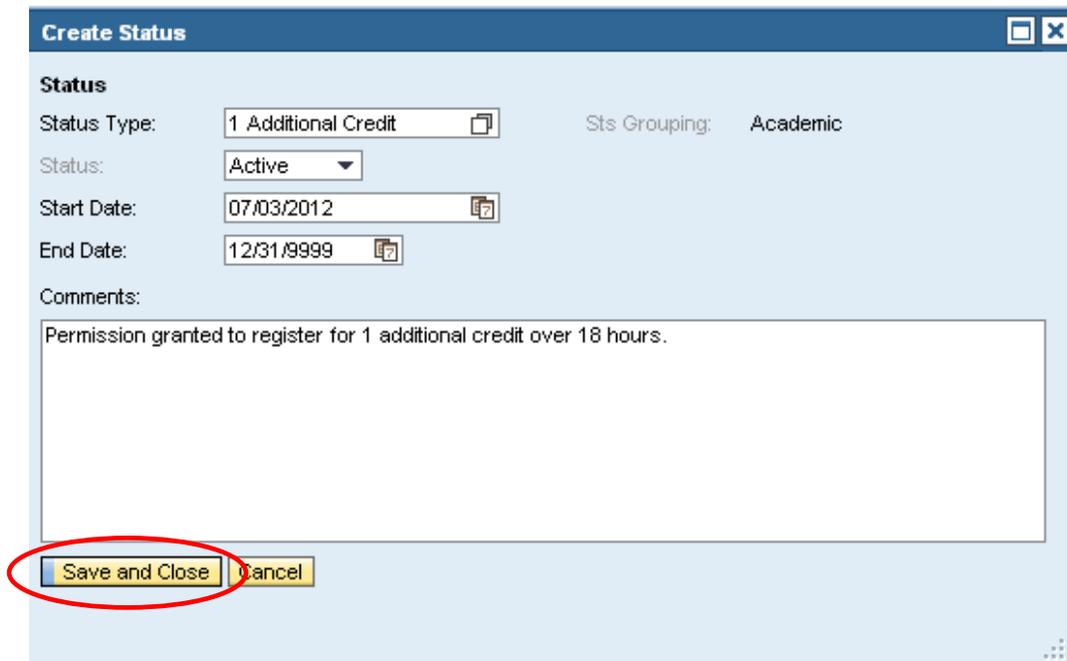
Create Status

Status

Status Type:	1 Additional Credit	Sts Grouping:	Academic
Status:	Active		
Start Date:	07/03/2012		
End Date:	12/31/9999		

Comments:

Permission granted to register for 1 additional credit over 18 hours.

Save and Close   Cancel