The Enrollment Limit page is responsible for maintaining a student’s term enrollment limits.

1. Click on your Student Admin WorkCenter

2. Select the Student Records drop-down menu

3. Select Term Activate a Student

4. Enter the Student’s PID in the ID field.

5. Go to the Enrollment Limit tab.

6. **Approved Academic Load:**
   The system, by default, displays the student’s approved academic load based on the values on the Term Enrollment Limits page of the Academic Program component. The user can override this value.
7. **Override Unit Limits:**
The Override Unit Limits check box must be marked in order to activate the fields below. Select to override the student's term enrollment limits for the approved academic load that you have selected.

### Student Session

1. **Session**
   Select the type of session in which the student will enroll into classes for the specified academic program and term.

   *Note: Session “A” is the default for the fall term*

2. **Academic Load**
   By default, the system displays the student's academic load for the term. The system calculates academic load based on the number of units for which the student is enrolled.

3. **Form of Study**
   By default, the system displays the same form of study as defined for the term on the Term Activation page of this component. Your choices are Abroad, Candidacy, and Enrollment.

4. **Approved Academic Load**
   Enter the student's approved academic load, such as Full-Time or Part-Time.