Banner 9 Min/Max Hours
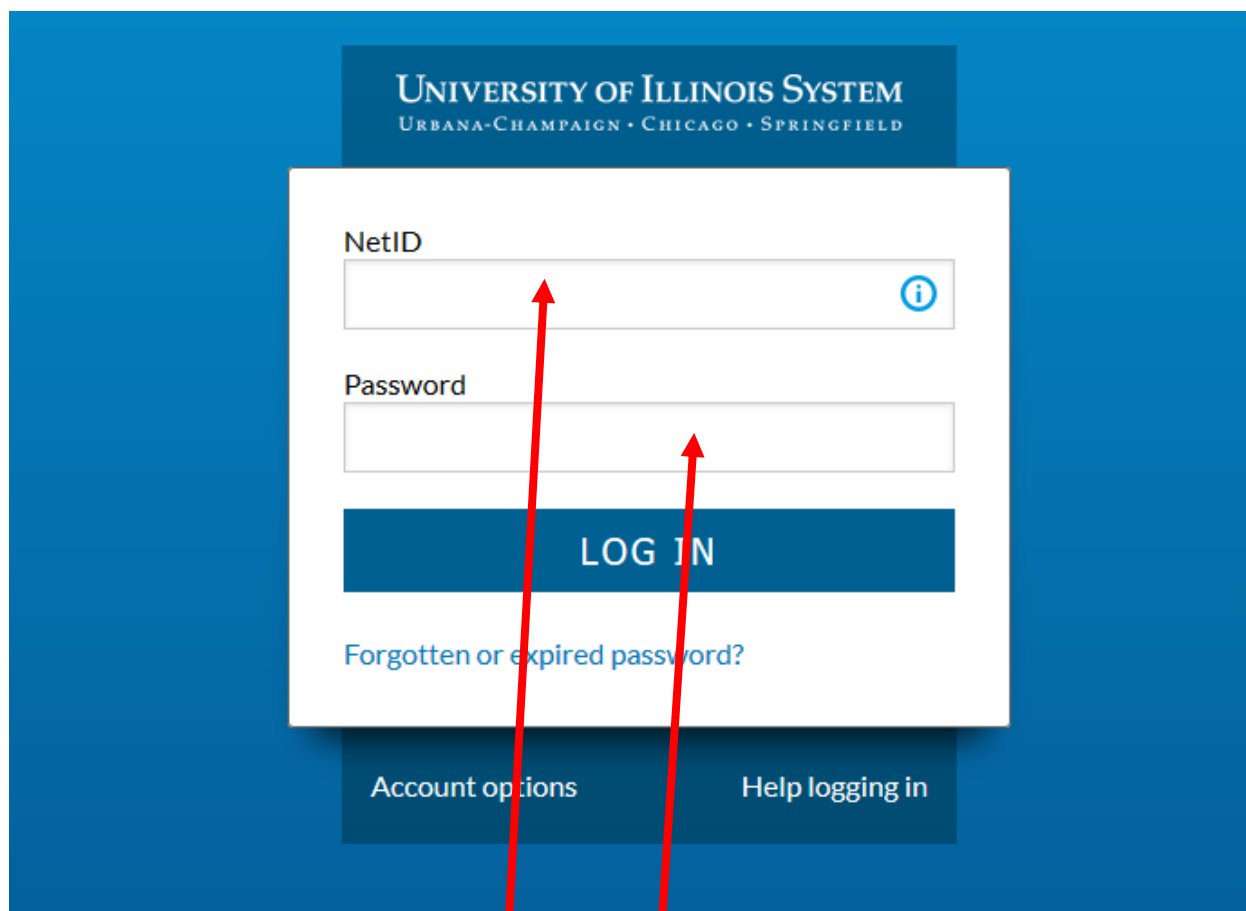
This document will cover setting a student's minimum/maximum hours on SZASOMH in Banner 9.
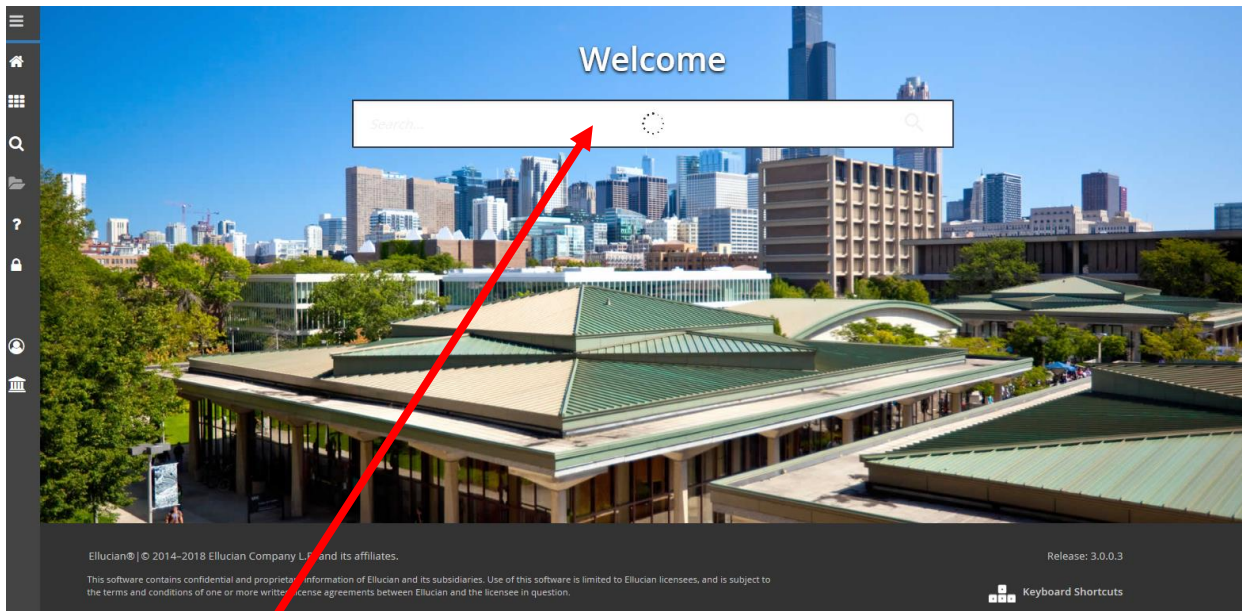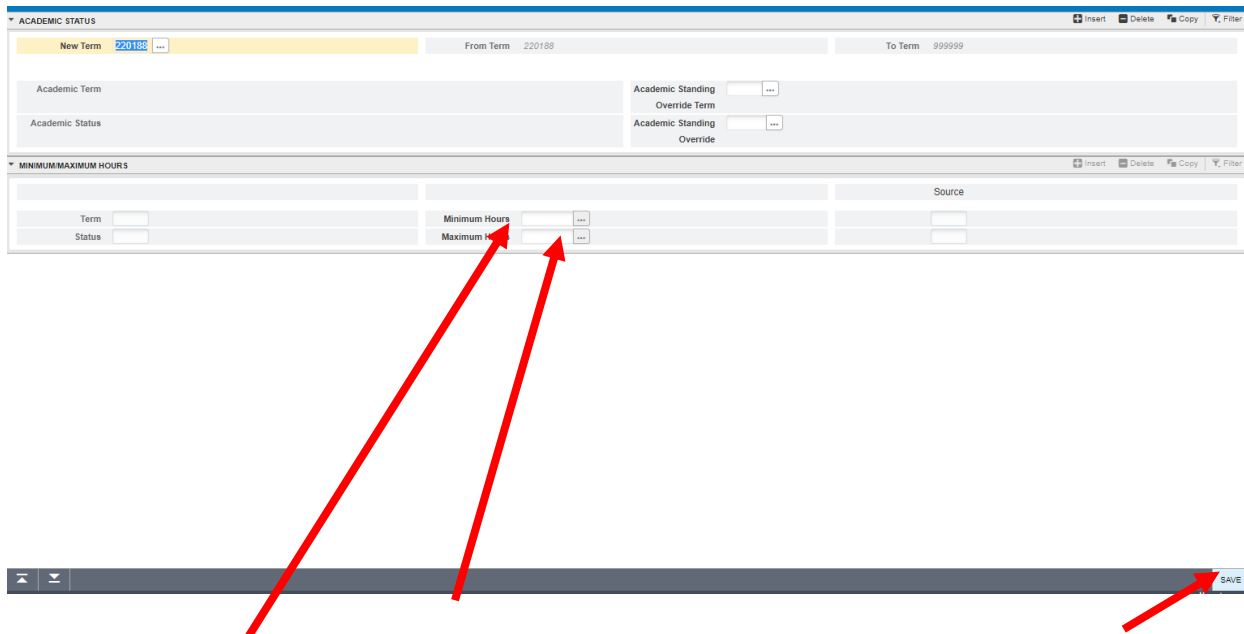

1. Log into Banner by entering in your NetID and Password:

The landing page will display

2. Enter SZASOMH in the Search box under Welcome.

2. Click in the Minimum or Maximum Hours Field, Enter the number of hours and click Save

		Override	

▼ MINIMUM/MAXIMUM HOURS   Insert Delete Copy Filter

		Source
Term 220188	Minimum Hours [ ] ...	[ ]
Status EL	Maximum Hours 21.000 ...	USER

3. The hours will be saved.