Course Capacities

How to Change Section Capacities in myUK
**Step 1:** Navigate to the Course Capacities application in myUK through the following links.

**Step 2:** Select the appropriate term from the “Year & Term” dropdown menu.
**Step 3:** Enter the course you need to update in the “Course Subject & Number” box, then click “Search”.

Click the course abbreviation to view all sections of the course for the selected term.
Step 4: Click on the section number that you would like to change.
**Step 5:** Use the “Capacity Max” dropdown menu to change the capacity of the section.

**Note:** The capacity of a section can only go as high as the Screen 3 capacity that was set when the section was initially built in ZEVPLAN. If the capacity needs to be higher than what is available in the dropdown menu above, please contact Course Scheduling (course.scheduling@uky.edu) for assistance.
Step 6: Select the new capacity for the sections and click “Save”.

The section capacity has now been updated.
Questions?

Contact Course Scheduling at course.scheduling@uky.edu