To enter a per credit rate, search for the faculty member you are assigning the rate to and click on the ^/v•Etson located in the upper right hand corner of the form. Then enter the following fields on the form:

1. Academic Year under Review Type
2. v š Œ š Z ( ] Œ • š š } (š Z u] Ç Œ] v š Z ^ µ š _ ( ] o
3. Enter the per credit rate in the Rating field