**DEGREE AUDIT**

**Degree Audit**

The Degree Audit is a planning document that provides a record of a student’s progress toward fulfilling degree requirements.

It is a summary of the completion of overall degree requirements (e.g., common curriculum requirements, major and minor requirements and electives), including grade point average (GPA). Keep in mind that while the degree audit is useful, it is not a substitute for an appointment with an academic advisor nor is it an official record of courses and grades. The degree audit is intended as an advising tool only; it is not a transcript.

Instructions for printing degree audits:

2. Select the Student tab at the top of the page.
3. Under Registration Tools, click on Degree Audit.
4. Select the current term and click submit.
5. To view an existing degree audit, click on Previous Evaluations at the bottom of the page. Please be aware that by choosing this option, you may not see recent changes to your degree audit. For the most accurate degree audit, click on Generate New Evaluation at the bottom of the page.
   Please Note: You can also click on your degree program to view the last degree audit that was run for you.
6. If generating a new evaluation, select the program for which you would like to run a degree audit and then click Generate Request.
7. Before printing, make sure the text size is set to "smaller" or "smallest." Click the print button at the top of the screen.

**"What-If" Analysis**

Students may choose to run a degree audit for any degree or major using a "What-if" analysis. The What-if analysis allows you to run a degree audit for any degree and major. Undergraduate students, if your current major is History, the What-if option can help you determine how your current courses would apply if you changed your major to French. Graduate students considering a change of program can run a degree audit to view course requirements for another program.

Please note: Undergraduate majors are still changed through the declaration of major form; some majors require a secondary admission process. Graduate students must still follow formal admission processes to change programs.

Instructions for printing a "What-if" analysis:

2. Select the Student tab at the top of the page.
3. Under Registration Tools, click on Degree Audit.
4. Select the current term and click submit.
5. Click on What-If Analysis at the bottom of the page.
6. Follow the instructions listed on the page for each step. When you’re ready to view the degree audit, click submit.
7. Select the current term and then click Generate Request.