

DEGREE AUDIT STUDENT HELP SHEET

How to LOGIN

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Personal Information **Student Services** Financial Aid

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ADVISEMENT

Advisers

(for both graduate and undergraduate students)

View your advisers and major/minor curriculum information.

Degree Audit Report

Access your degree audit report to review the completion status of your degree requirements for your major(s) and minor(s).

Request Exception to Graduation Requirements

Exceptions should not be submitted before consulting with your academic advisor. Submit an electronic request to have an exception added to your degree audit.

How to READ and USE your Audit

- Requirements that are met will appear with a green check mark.
- Requirements that are in-progress will appear with a yellow tilde.
- Requirements that are incomplete will appear as an unmarked red square.

Degree in Bachelor of Arts		Catalog Term: FALL 2010	Credits Required: 120
		Degree GPA: 3.33	Credits Applied: 108
Unmet conditions for this set of requirements: 120 credits are required. You currently have 108, you still need 12 more credits.			
✓ You meet the minimum GPA requirement			
<input type="checkbox"/> Major Requirements	Still Needed:	See Major in Art, BA section	
<input type="checkbox"/> Minor Requirements	Still Needed:	See Minor in Graphic Communication Technology section	
<input type="checkbox"/> General Education Requirements	Still Needed:	See General Education section	
<input type="checkbox"/> You must register for GRAD 999	Still Needed:	You must register for GRAD 999 for the commencement term in which you plan to graduate. December/January graduates register for CRN 4080 in Fall. May/Summer graduates register for CRN 7102 in Spring.	

Major in Art, BA		Catalog Term: FALL 2010	Credits Required: 48
		Major GPA: 3.37	Credits Applied: 48
✓ REQUIRED ART & DESIGN COURSES			
✓ Drawing I	ART 133	Drawing 1	A 3 FALL 2012
✓ 2D Design	ART 142	2D Design	B+ 3 FALL 2012
✓ 3D Design	ART 242	3D Design	B+ 3 SPRING 2012
~ Art History	ART 201	Hist and Aesthtcs of Photgrphy	B- 3 SPRING 2013
	ART 203	Srvy Art Hist 2:1400 thru 20C	IP (3) FALL 2013

- Blue Links in the Degree Block will allow you to skip to that section of your audit.

Degree in Bachelor of Arts		Catalog Term: FALL 2010	Credits Required: 120
		Degree GPA: 3.33	Credits Applied: 108
Unmet conditions for this set of requirements: 120 credits are required. You currently have 108, you still need 12 more credits.			
✓ You meet the minimum GPA requirement			
<input type="checkbox"/> Major Requirements	Still Needed:	See Major in Art, BA section	
<input type="checkbox"/> Minor Requirements	Still Needed:	See Minor in Graphic Communication Technology section	
<input type="checkbox"/> General Education Requirements	Still Needed:	See General Education section	
<input type="checkbox"/> You must register for GRAD 999	Still Needed:	You must register for GRAD 999 for the commencement term in which you plan to graduate. December/January graduates register for CRN 4080 in Fall. May/Summer graduates register for CRN 7102 in Spring.	

- COURSE LINK Allows you to click on a course still needed to view that course listing in the catalog which includes course description, Prerequisites and any currently scheduled sections!

Course Information - Mozilla Firefox
 https://dwapptest.millersville.edu/TRISLink.cgi

ART 352 3 Credits **Painting 1** Print

An introduction to painting in oil, acrylic and related media in which the student explores basic techniques and approaches to painting through the use of drawing, design and color. Offered in fall and spring. Prereq: ART 133, 142 or permission of instructor.

Prerequisites: ART 133 minimum grade of D- and ART 142 minimum grade of D-

Sections:	Term	Crn	Section	Seats Open	Meeting Times
	FALL 2014	9233	01	20 (out of 20)	

Choose from 1 of the following:

(1 Class in **ART 352*** or 353* or 354* or 355* or 452* or 453* or 454* or 455* or 553 or 555*)

Fine Art Photo 1 B 3

(1 Class in ART 361* or 363* or 364* or 365* or 367* or 368* or 463* or 464* or 465* or 467*)

(1 Class in ART 282 or 291 or 295 or 296 or 297* or 382* or 391* or 396* or 482* or 483* or 49591 or 592* or 596 or 597*) or

- HEADERS include information about your Catalog Term, GPA for that block (i.e. Degree, Major, Minor), and the number of credits required and number of credits applied. **Credits Applied includes any in-progress** courses included on the audit.

<input type="checkbox"/> Degree in Bachelor of Arts		Catalog Term: FALL 2010 Credits Required: 120 Degree GPA: 3.33 Credits Applied: 108
Unmet conditions for this set of requirements: 120 credits are required. You currently have 108, you still need 12 more credits.		
<input checked="" type="checkbox"/> You meet the minimum GPA requirement		
<input type="checkbox"/> Major Requirements	Still Needed: See Major in Art, BA section	
<input type="checkbox"/> Minor Requirements	Still Needed: See Minor in Graphic Communication Technology section	
<input type="checkbox"/> General Education Requirements	Still Needed: See General Education section	
<input type="checkbox"/> You must register for GRAD 999	Still Needed: You must register for GRAD 999 for the commencement term in which you plan to graduate. December/January graduates register for CRN 4080 in Fall. May/Summer graduates register for CRN 7102 in Spring.	
<input type="checkbox"/> Major in Art, BA		Catalog Term: FALL 2010 Credits Required: 48 Major GPA: 3.37 Credits Applied: 48

- EXCEPTIONS will appear in Blue Text in line with the requirement the exception is fulfilling. A full list of exceptions will appear at the bottom of the audit.

<input type="checkbox"/> Graphic Communication Technology Electives					
	ITEC 356	Desktop Publishing	A	3	SPRING 2013
	ART 348	Packaging in Design	IP	(3)	FALL 2013
Still Needed: 1 Class in ITEC 351 or 355* or 455* or 457*					
Exception By:	Registrar Administrator	On:	06/10/2014	Substitution : ART 348 for ITEC 357	

Exceptions						
Type	Description	Date	Who	Block	Enforced	
Substitution	ART 348 for ITEC 357	06/10/2014	Registrar Administrator	RA000083	Yes	

- TRANSFER COURSES appear with the Millersville Transfer Equivalency and a second line that notes the original institution and course number from the original transcript. Transfer courses do not affect GPA.

Cultural Diversity & Communications and Writing						
<input checked="" type="checkbox"/>	Cultural Diversity & Community Requirement	MATH 102	Math in Non-European Cultures	A-	3	SUM 1 2012
<input checked="" type="checkbox"/>	Writing Requirement	ITEC 356	Desktop Publishing	A	3	SPRING 2013
		PSYC 227	Developmnt Child and Adolescent	B-	3	FALL 2011
		SOCY 211	Social Problems	AT	3	FALL 2013
	Satisfied by	SOCY202 - Social Problems - Harrisburg Area Cmnty College				

- NOTES may be added by your advisor(s) onto your audit. These notes will appear at the bottom of the audit.

Notes		
	Entered by	Date
Student and advisor discussed student's career plans.	Mata, Nancy R	06/10/2014

- “FALLTHROUGH CATEGORIES” are a number of categories at the bottom of the audit which you may or may not have depending on whether or not you have courses that fall here.
 - **Other Electives** – these are courses which DO count toward the total number of credits required for your degree, however, they are not being used in a specific requirement on the audit.
 - **Insufficient** – these are courses which are insufficient and DO NOT count toward your credits earned for your degree. These are generally courses that have been withdrawn from, repeated or failed.
 - **In-progress** – this is a list of all courses that you presently have in-progress. They are also applied to your audit where appropriate.
 - **Not Counted Towards Degree Requirements** – these are developmental courses, which DO NOT apply to credits earned for your degree. However, they are considered earned credits on your transcript.

Other Electives		Credits Applied: 3		Classes Applied: 1
ART 100	Art in Culture	A-	3	FALL 2011
Insufficient		Credits Applied: 0		Classes Applied: 3
GEOG 227	Urban Geography	W	0	SPRING 2012
MATH 100	Survey of Mathematical Ideas	W	0	FALL 2011
UNIV 101	Freshman Seminar	W	0	SPRING 2011
In-progress		Credits Applied: 24		Classes Applied: 8
ART 203	Srvy Art Hist 2:1400 thru 20C	IP	3	FALL 2013
ART 244	Typography 2	IP	3	SPRING 2014
ART 247	Intro Experience/Intractn Dsgn	IP	3	FALL 2013
ART 344	Vis Comm and Graphcs Design 1	IP	3	FALL 2013
ART 348	Packaging in Design	IP	3	FALL 2013
ART 447	Advanced Design 2	IP	3	SPRING 2014
ART 493	Portfolio	IP	3	SPRING 2014
ENGL 316	Business Writing	IP	3	SPRING 2014
Not Counted Towards Degree Requirements		Credits Applied: 12		Classes Applied: 4
COMM 010	Introductory Speech	Maximum classes exceeded: C	3	FALL 2010
ENGL 010	Fundmnts Of Writing	Maximum classes exceeded: B+	3	FALL 2010
MATH 090	Basic Mathematics	Maximum classes exceeded: X	3	FALL 2010
MATH 090	Basic Mathematics	Maximum classes exceeded: A	3	SPRING 2011

- INCLUDED/EXCLUDED Courses are also known as repeats. On the audit, courses that have been repeated will be indicated with an (I) for the course which is being included in your requirements and an (E) for the course which is being excluded.

Other Electives			Credits Applied: 37	Classes Applied: 13
ART 100	Art In Culture	C (I)	3	FALL 1998
COMM 100	Fundamtlis Of Speech	CT	3	SPRING 1997
Satisfied by: COMG 110 - Effective Speaking - Bucks Co Community College				
CSCI 101	Prob Solvng W/ Compt	BT	3	SPRING 1997
Satisfied by: CISC 110 - Intro To Info. Systm - Bucks Co Community College				
ENGL 110	English Composition	CT	3	SPRING 1997
Satisfied by: COMP 110 - English Comp I - Bucks Co Community College				
ENGL 230	Intro To Literature	CT	3	SPRING 1997
Satisfied by: COMP 111 - English Comp II - Bucks Co Community College				
ENGL 316	Business Writing	C	3	SPRING 1999
ESCI 104	The World Ocean	C	3	SPRING 1997
ESCI 105	Wrld Ocean Lab	D	1	SPRING 1997
HIST 104	Us & Pa Hist 1865-Pr	CT	3	SPRING 1997
Satisfied by: HIST 152 - Us History II - Bucks Co Community College				
HPED 175	Wellness	B	3	SPRING 1997
MATH 101	College Algebra	C (I)	3	FALL 1998
MUSI 100	Music And Culture	D	3	SPRING 1998
PSYC 1XX	Stress Management	CT	3	SPRING 1997
Satisfied by: PSYC 125 - Stress Management - Bucks Co Community College				
Insufficient			Credits Applied: 0	Classes Applied: 4
ART 100	Art In Culture	F (E)	0	SPRING 1997
BUAD 251	Organization & Mgmt	D (E)	0	SPRING 1997
MATH 101	College Algebra	D- (E)	0	SPRING 1998
MATH 151	Calculus For Mgmt	F	0	SPRING 1999

Note: If you are in-progress with repeating a course, the course which is in-progress will be applied to your requirements and the original instance of the course will fall into the Insufficient block, with the credits still applying until the in-progress course has been graded and processed.

FIRST YEAR INQUIRY OR OPEN ELECTIVE		MATH 101	College Algebra	IP	(3)	FALL 2014
		WSSD 311	First Aid and CPR	IP	(3)	FALL 2014
<input type="checkbox"/>	Cultural Diversity & Communication	Still Needed: A minimum of 1 class in cultural diversity & community is required. You must schedule for currently offered courses with the 'Diversity Requirement' component.				
<input type="checkbox"/>	Cultural Diversity & Community Requirement	Still Needed: A minimum of 3 classes in writing intensive courses are required. You must schedule for currently offered courses with the 'Writing Component' component.				
<input type="checkbox"/>	Writing Requirement					
Insufficient			Credits Applied: 3	Classes Applied: 1		
MATH 101	College Algebra	D	3	FALL 2013		

OTHER Features of the Degree Audit

- PRINT AS PDF - In efforts to save paper resources, avoid printing your audit as much as possible. The new audit is intended as an online and interactive way to track your progress to degree. If you do wish to save a .pdf version of your audit in order to print or save for your records, please click on “Print as PDF” to view a printer friendly version of the audit. Printing the audit directly as it appears on your web browser will not give you an optimal view.

The screenshot shows the top navigation bar with 'Return to MAX' and 'FAQ'. Below it is a form with fields for Student ID (M00381616), Name (Testing, Degree Works), Degree (BA), Major (Art), Level (U), and Student Class Le (Senior). There are buttons for Worksheets, Plans, and GPA Calc. A 'Format:' dropdown menu is set to 'Student View', with 'View' and 'Print as PDF' buttons next to it. The 'Print as PDF' button is highlighted with a red box, and a red arrow points to it from the top right.

What If

- REGISTRATION CHECKLIST - To view a condensed version of your audit which will include **only unfulfilled** requirements, you can select “REGISTRATION CHECKLIST” in the Format menu, and then click on the View button.

The screenshot shows the 'Format:' dropdown menu set to 'Registration Checklist', which is highlighted with a red box. A red arrow points to the 'View' button next to it. Below the navigation bar, there are sections for 'What If' and 'Look Ahead'. The 'Look Ahead' section has two yellow boxes: 'Degree in Bachelor of Arts' and 'Major in Art, BA'. Under 'Degree in Bachelor of Arts', there are four 'Still Needed' items: 'See Major in Art, BA section', 'See Minor in Graphic Communication Technology section', 'See General Education section', and 'You must register for GRAD 999 for the commencement term in which you plan'. Under 'Major in Art, BA', there is one 'Still Needed' item: 'Choose from 1 of the following:' followed by three lines of class requirements: '(1 Class in ART 352* or 353* or 354* or 355* or 452* or 453* or 454* or .', '(1 Class in ART 361* or 363* or 364* or 365* or 367* or 368* or 463* or .', and '(1 Class in ART 282 or 291 or 295 or 296 or 297* or 382* or 391* or 396*'. The bottom of the page is underlined.

- CLASS HISTORY gives you a listing of your courses taken and in-progress in chronological order. This is similar to a transcript view.

Worksheets Plans GPA Calc

Worksheets > Format: Registration Checklist View Print as PDF **Class History**

Class History - Mozilla Firefox

https://dwapptest.millersville.edu/IRISLink.cgi

Disclaimer
 This is a list of classes taken. It is not an official transcript. Official transcripts may be requested from the Registrar's office.

FALL 2010

COMM 010	Introductory Speech	C	3
ENGL 010	Fundmnts Of Writing	B+	3
MATH 090	Basic Mathematics	X	3
PSYC 100	General Psychology	B+	3
UNIV 103	First Yr:Motivation/Learning	A	3

SPRING 2011

COMM 100	Fundamentals of Speech	B+	3
ENGL 110	English Composition	A	3
MATH 090	Basic Mathematics	A	3
MUSI 103	Language of Music	A-	3
UNIV 101	Freshman Seminar	W	0
WELL 175	Wellness	A	3

FALL 2011

ART 100	Art in Culture	A-	3
ESCI 104	The World Ocean	B	3
FREN 101	Elementary French 1	A-	3
MATH 100	Survey of Mathematical Ideas	W	0
PSYC 227	Devlopmnt Child and Adolescent	B-	3

SPRING 2012

ART 240	Typography 1	B+	3
ART 242	3D Design	B+	3

you
454*
463*
or 3

✓ Connections & Explorations; Open Electives

- LOOK AHEAD – Add specific courses to a Look Ahead degree audit to see how they would fit into your program. Courses appear on your audit as PLANNED.

Worksheets Plans GPA Calc

Worksheets

Format: Student View Include in-progress classes Include preregistered classes

Process New

What If

Look Ahead

Look Ahead

To see an audit **SHOWING COURSES FOR WHICH YOU PLAN TO REGISTER IN FUTURE TERMS**, use the form below to enter the Subject code and Number of each anticipated course. Once you have created your list of courses, click on the Process New button.

Enter a course and click Add Course

Subject: ITEC

Number: 351

Add Course

Courses you are considering

ART 352
ITEC 252

Remove Course

May only receive Art History credit for ART 202 OR 203, but not both.

STUDIO COURSES					
Painting	ART 352	Painting 1	PLAN	(3)	PLANNED
Photography	ART 306	Fine Art Photo 1	B	3	SPRING 2013
Graphic/Interactive Design	ART 345	Introduction to Computer Art	A	3	SUM 1 2013
ADDITIONAL STUDIO COURSES					

You must complete a minimum of 3 studio areas with at least 1 course (3 courses total). Any additional studio courses taken above the minimum will be listed as 'additional studio courses' below.

- **WHAT IF AUDIT** – Shows how existing coursework apply if you decide to change your program. Once you have entered the criteria you wish to view, you can click on “Process What-If” to view it on screen, or “Save as PDF” to save it in a PDF version for your records. You may also enter courses into “Choose your Future Classes” to see how they would apply to your What If audit.

The screenshot shows the 'What If' audit tool interface. At the top, there are tabs for 'Worksheets', 'Plans', and 'GPA Calc'. Below these, there are buttons for 'Process What-If' and 'Save as PDF', with a red arrow pointing to 'Process What-If'. There are also checkboxes for 'Include in-progress classes' and 'Include preregistered classes'. The 'What If' section is highlighted with a red box. Below this, there are dropdown menus for 'Level' (Undergraduate), 'Degree' (Bachelor of Science in Educat), and 'Catalog Term' (FALL 2014). The 'Choose Your Different Areas of Study' section has dropdown menus for 'Major' (Pick a Major), 'Minor' (Pick a Minor), and 'Concentration' (Pick a Concentration). To the right, there is a 'Chosen Areas of study' box containing 'MAJOR : Art Education' and 'MINOR : Spanish', with a 'Remove' button below it. The 'Choose Your Future Classes' section has input fields for 'Subject' and 'Number', and an 'Add Course' button. To the right, there is a 'Courses you are considering' box with a 'Remove Course' button below it.

- Note: What If audits are most effective for single majors. If you run a What If audit for two majors, be aware that when the two majors are officially added to your record, the requirements may vary slightly due to requirement programming which adjusts for students with multiple majors (i.e. General Education requirements are waived for a second degree, or a requirement for a university minor may be waived if two majors are declared.)
- Note: Processing as What If does not guarantee that you have selected a valid combination of curriculum. Please contact your advisor and/or Academic Advisement to ensure you are selecting a valid combination of Major/Concentration and/or Minor.

- GPA CALCULATOR – Use this to see how many hours would it take to reach a desired GPA or what grades would you need to receive in specific courses in order to reach a desired GPA. There are three different Calculators: Graduation Calculator, Term Calculator and Advice Calculator.

Worksheets Plans **GPA Calc**

Graduation Calculator >

Term Calculator

Advice Calculator

Disclaimer: The GPA Calculator Tool is for planning purposes only and does not reflect the official GPA. The GPA Calculator Tool does not account for repeated courses in its calculations. Students must meet established GPA requirements for Overall GPA, Major GPA and Minor GPA (if any) for graduation purposes. Please contact your advisor or the Registrar's Office for additional information.

Current GPA	3.33
Credits Remaining	
Credits Required	
Desired GPA	

Calculate

- Note: the GPA Calculator is NOT able to account for repeated courses (i.e. if you failed MATH 100 and enter in a new grade for MATH 100 into the GPA calculator, it will add the new grade to your GPA, it will not replace the failed grade.)

QUESTIONS ?

If you have questions about your degree requirements or possible exceptions that are needed, please contact your advisor. In audit view ("Student View") you can simply click on your advisor's name to open an email.

Student View AA0585kb as of 08/12/2014 at 15:48					
Student	Testing, Degree Works	Department	ART	Major Advisor	Nancy Mata
ID	M00381616	Degree	Bachelor of Arts	Minor Advisor	Donna Painter
Level	Undergraduate	Major	Art	Transcript GPA	3.33
Classification	Senior	Concentration		Transcript Total Credits	93
Student Status	Active	Minor	Graphic Communication Technol	Total Transfer Credits	3
School	Humanities and Social Sciences				

As it is developed HELP Documentation and FAQs on the new degree audit system will be available on the Registrar's website at <http://www.millersville.edu/registrar/degreeaudit/index.php>.

General questions about technical issues, interpreting or using audits can be directed to degreeaudit@millersville.edu.