

Reading Degree Audits

Degree Audit is an analytical tool for tracking progress toward a degree.

The audit lists each requirement for the degree, declared major, minors, general education core, college, department, or approved study plan.

Degree Audit also contains [tools](#) to explore other degrees and a grade point average (GPA) calculator.

Degree Audit Blocks

A student's academic program may contain many different requirement areas. These are broken into blocks on the degree audit. Every audit includes student information, degree, and major. Where applicable, students may also see blocks for general education core, minors, and more.

Student Information & Academic Blocks

Each degree audit begins with a **Student Information** block followed by the **Academic** block.

If a drop-down arrow appears next to the degree, use it to switch between multiple degrees.

The screenshot displays the Degree Audit interface for a student named Jane Permeal Vandal. The Student Information block includes fields for Student ID (V00000000), Name (Vandal, Jane Permeal), and Degree (B.S. in Computer Science). Below these are fields for Level (Undergraduate), Class Standing (Sophomore), Major (Computer Science), Minor (no minor), College (Engineering), Advisor(s) (Joseph A. Vandal), Academic Standing (Good Standing), and Withdrawal Credits (none). The Academic block is active, showing a 'Format' dropdown set to 'Student View'. The 'Degree progress' section features two dials: 'Requirements' at 49% and 'Credits' at 42%. Below the dials is the Institutional GPA (3.58). To the right of the dials are two checked checkboxes for 'In-progress classes' and 'Preregistered classes', and a 'PROCESS' button.

A dropdown menu for the Degree field, showing 'Degree' at the top and 'B.S.' selected below it with a downward arrow.

As the degree changes, so does the block information.

The Academic block tracks academic progress.

*Advisors see checkboxes to include or exclude **In-progress** or **Preregistered classes** and can run a new audit by clicking **Process**.*

The **Degree progress** dials are based on the percentage of the **Requirements** and **Credits** that have been completed. When both dials are at 100% all degree requirements have been met. Students are encouraged to apply for graduation *before* the dials reach 100%, normally the semester before they intend to graduate.

By default, Degree Audit's second block opens in Student View. There are two additional, checklist views available under the Format drop-down.

A dropdown menu for the Format field, showing 'Student View' selected, 'Graduation Checklist', and 'Registration Checklist' as options.

- **Student View:** Standard view of what requirements are complete and what must still be completed.
- **Graduation Checklist:** List view of courses fulfilling major requirements. *Does not show course requirements. Only includes completed courses.*
- **Registration Checklist:** View of the classes that still need to be completed

Degree & Major Blocks

Degree information shows required and applied credits, as well as the catalog year.

Bachelor of Science Computer Sci (BSCS)

INCOMPLETE

Credits required: 120 Credits applied: 50 Catalog year: Academic Year 2021-2022

Expand the block to see details about each requirement and whether it has been met. Links at the bottom show which blocks (major, etc.) are included. Additional degree requirements may show in a separate block, as well.

Major in Computer Science

INCOMPLETE

Catalog year: Academic Year 2021-2022

Each audit has a **Major** block. Minors and additional majors will be in separate blocks. Expand to see the status of courses required for the major or minor.

General Education & Study Plan Blocks

UI General Education and **Idaho State Board Core** only apply to certain students. Unlike other blocks, these may disappear from the page once the requirements are met. Expand to check the status of required courses.

Graduate students will see the **Study Plan** block. Once a plan has been approved the **Plan Detail** block will also be displayed. The status will update to **Complete** when the requirements are met, but the blocks stay visible.

Idaho State Board Core (2020)

INCOMPLETE

UI General Education (2020)

INCOMPLETE

Study Plan

INCOMPLETE

Plan Detail

COMPLETE

Course-related Blocks

Five blocks may appear at the bottom of the audit and refer to courses, whether **Preregistered**, currently **In-progress**, or already taken. These display only when in use and show the number of credits & classes applied to the block.

Preregistered

Credits applied: 16 Classes applied: 5

The **Preregistered** course block shows classes already added to an upcoming term's schedule. In April both Summer and Fall classes may show in this section.

In-progress

Credits applied: 14 Classes applied: 5

In-progress classes change each term to reflect classes for the current semester.

Free Electives

Credits applied: 39 Classes applied: 17

Free Electives are courses already taken or in-progress that are not required by the current major/minor but count toward total credits for graduation.

Not Counted Towards Degree

Credits applied: 6 Classes applied: 2

Not Counted Towards Degree contains courses already taken or in-progress that cannot be applied to the current degree.

Insufficient

Credits applied: 3 Classes applied: 21

Courses that do not meet requirements (for example, a final grade of F) are tracked in the **Insufficient** block.

Informational Blocks

Exceptions

Two informational blocks show only when active. **Exceptions** lists changes to a degree plan, like course substitutions or requirement waivers. Those changes are also noted in the block where they are applied. *Substitutions/waivers will not carry over if a student changes majors or catalogs.* **Notes** tracks comments by advisors and other staff.

Notes

Legend & Block Details

Each block uses the symbols in the legend to show course status and other information.

Legend

- ✓ Complete
- ⓘ Complete (with classes in-progress)
- 📋 Prerequisite
- (R) Repeated class
- ⊘ Not complete
- 🕒 Nearly complete - see advisor
- @ Any course number

Major in Computer Science

INCOMPLETE

Catalog year: Academic Year 2021-2022

A minimum grade of C is required in CS 120, CS 121, CS 150, CS 210, CS 240, CS 270, MATH 170, MATH 175, MATH 176

	Course	Title	Grade	Credits	Term	Repeated
ⓘ	Analytic Geometry & Calculus II	MATH 175	Calculus II	NA	(4)	Spring 2022
✓	Discrete Mathematics	MATH 176	Discrete Math	B	3	Fall 2021
⊘	Linear Algebra	Still needed:	1 Class in MATH 330 📋			

In this sample block, MATH 175 is in-progress and MATH 176 was completed the previous term. MATH 330, Linear Algebra, is neither complete nor in progress. The clipboard icon beside MATH 330 indicates it has a prerequisite course. The prerequisite and other course information can be seen by clicking the course name (MATH 330). If either of the classes had been taken before, **(R)** would show in the **Repeated** column.

Navigation

AUDITS PLANS ADMIN

The upper-left menu allows switching from the **Audit** to the **Plans** view. *These options are also under the hamburger menu on the right.*



Audits summarize all work and progress towards the selected degree. Plans is where four-year plans and graduate study plans are created. Once approved, plans are also available in Schedule Planner for registration. *Only persons with access to sub/waiver approvals see the **Admin** option.*

Joe Vandal

Profile
About
Sign out

Use the profile menu to **Sign out** of Degree Audit. This is especially important for users who are both students and advisors.

🖨️
✉️
⋮
GPA Calculator
Sub/Waivers
Notes

Above the top block is a **printer icon** for creating PDFs of the visible audit. The **envelope icon** displays contact information for the student and advisor(s). The **3-dot menu** contains the GPA Calculator. *Faculty/advisors may see other options.*

Use the **Collapse all/Expand all** toggle to close/open every audit block at once. Individual blocks can be expanded/collapsed using the arrow on its right.

Both **Degree Audit & Student Profile** open in new tabs, for easier navigation between them.

Faculty & Advisors Menu x Student Profile x Ellician Degree Works Dashboard x +

Doctor of Philosophy (PhD) [INCOMPLETE]

Credits required: 70 Credits applied: 70 Catalog year: Academic Year 2019-2019

Unmet conditions for this set of requirements: 70 credits are required. You currently have 70, you still need 0 more.

3.0 GPA Requirement Met

Major Requirements: **Still needed:** See Major in Natural Resources (PhD)

Blocks included in this block: Major in Natural Resources (PhD) Study Plan

Major in Natural Resources (PhD) [INCOMPLETE]

Catalog year: Academic Year 2019-2019

Study Plan: **Still needed:** See Study Plan section

Blocks included in this block: Study Plan

Free Electives: Credits applied: 70 Classes applied: 19

Not Counted Towards Degree: Credits applied: 44 Classes applied: 5

Collapse all ^

Expand all v

ADVISOR TIP

To switch to another student's audit:

- Click back to the VandalWeb **Faculty & Advisor** tab.
- Select **Student Profile** to be prompted for the next ID#
- Verify the new student
- Select **Degree Audit** from the side menu.

Degree Audit Tools

The Degree Audit has several tools to aid students in planning their academic progress, including **What-If Analysis** and **GPA Calculator**.

What-If Analysis

Select **What-If** in the Academic block to explore how existing and proposed courses may apply. Here you can change catalog year, degree, major or add additional areas of study. Add future classes or change whether in-progress or preregistered classes are included. Click **Process** to view changes in your audit.

To look ahead using What-If, check the **Current Curriculum** checkbox to open the **Future Classes** window. Click **Process** to view how those choices change your audit.

The screenshot shows the 'What-If Analysis' tool interface. At the top, there are tabs for 'Academic' and 'What-If', with 'What-If' selected. A dropdown menu for 'View historic what-if audit' is visible. Below this, the 'What-If Analysis' section includes checkboxes for 'Use current curriculum' (unchecked), 'In-progress classes' (checked), and 'Preregistered classes' (checked). The 'Program' section has dropdowns for 'Catalog year *' (Academic Year 2021-2022), 'Level *' (Undergraduate), and 'Degree *' (B.S. in Computer Science). The 'Areas of study' section has dropdowns for 'Major *' (Computer Science), 'Concentration', and 'Minor'. Below this is an 'Additional areas of study' section with a similar structure and 'CANCEL' and 'ADD' buttons. At the bottom, the 'Future classes' section has input fields for 'Subject' and 'Number', and 'ADD', 'RESET', and 'PROCESS' buttons.

What-If will not only let you pick majors, minors and concentrations, it will also let you What-If individual courses as well.

Advisors can access the two previous What-If audits from the **View historic what-if audit** drop-down menu.

***Degree substitutions/waivers will not carry over into What-If audits.*

GPA Calculator

Three **GPA Calculator** tabs are available. These are advisory tools only. They are not an official grade point average.

The **Graduation Calculator** helps determine the average GPA needed to graduate with a desired GPA.

The **Term Calculator** uses expected grades to calculate the GPA expected at the end of that term.

The screenshot shows the 'GPA Calculator' window with the 'Graduation Calculator' tab selected. It prompts the user to 'Enter your desired GPA at graduation to calculate the average GPA you need to maintain in your remaining terms to achieve that goal.' The form contains input fields for 'Current GPA *' (3.80), 'Credits remaining *' (54), 'Credits required *' (120), and 'Desired GPA *'. A 'CALCULATE' button is at the bottom right.

The screenshot shows the 'GPA Calculator' window with the 'Term Calculator' tab selected. It prompts the user to 'Enter the grades you expect to earn for your in-progress classes to calculate your institutional GPA at the end of this term.' The form contains input fields for 'Current GPA *' (3.80) and 'Credits earned *' (26.0). There is an 'Add Course' link and a message: 'You do not currently have any courses listed. Add a course to this term to calculate.'

The screenshot shows the 'GPA Calculator' window with the 'Advice Calculator' tab selected. It prompts the user to 'Enter your desired GPA at graduation to see the grades you need to earn to achieve that goal.' The form contains input fields for 'Current GPA *' (3.80), 'Credits earned *' (26.0), and 'Desired GPA *'. A 'CALCULATE' button is at the bottom right.

The **Advice Calculator** shows steps to take to reach a desired GPA.

The screenshot shows the 'GPA Calculator' window with the 'Advice Calculator' tab selected, displaying the results of a calculation. It states: 'To achieve your desired GPA, you need one of the following: 20 credits at 4.0 (A) grade average'. A note says: 'Note: Results that would require you to take more than 150 credits have been omitted.' A table shows: 'Current GPA' (3.8), 'Credits earned' (20), and 'Desired GPA' (3.9). A 'RECALCULATE' button is at the bottom right.