



Academic Requirements – Degree Audit Faculty Tutorial

Introduction

- The Academic Requirements Report (Degree Audit) is an interactive report of all academic requirements at Peru State College for the degree program students are currently enrolled. Degree audits for students attending Peru State College prior to August 2010, may not accurately reflect the status in regard to graduation.
- This Degree Audit Report is not an official transcript. It has been prepared to assist in planning academic programs. The responsibility for verification of information rests with the student. If students do not think the evaluation is accurate or if they have questions, they are encouraged to meet with their advisor or Academic Dean.
- It is the responsibility of the student to develop a clear understanding of their degree requirements.

Academic Requirements – Degree Audit

Step 1

Select the **down arrow next to Advisees** object.

The screenshot shows the PSC student portal. The top navigation bar includes links for Home, Advisees (highlighted with a red box), Courses, Faculty, Mode, Quick Links, and Logout. The main content area is divided into several sections:

- My Messages:** A section with a 'Messages' link.
- Parking Permit:** A section with a 'Purchase Parking Permit' button.
- Online Payments:** A section showing a 'Total Balance: 0.00' and a 'Make a Payment' button.
- My Profile:** A section containing personal information such as 'Addresses', 'Email Addresses', and 'Phone Numbers'.
- My Teaching Schedule:** A section titled 'Fall 2017 Classes' with a table of classes.
- Manage Links:** A section with a grid of links including 'Service Indicators', 'Student Contact Info', 'Advisee Student Center', 'Advisee Test Scores', 'Advisee Academics', 'Student Groups', and 'Advisee Transfer Credit'.

Class	Title	Day	Time	Location
EDUC-300 000A	Managing the Learning Environm	TR	12:30 PM - 01:45 PM	P-TJM325
EDUC-310 000A	Secondary School Teaching Meth	MW	09:30 AM - 10:45 AM	P-TJM325
EDUC-317 000A	Assessment for Student Learn	TR	02:00 PM - 03:15 PM	P-TJM325
EDUC-434 000A	Content Literacy Across the Cu	MW	02:00 PM - 03:15 PM	P-TJM325

Academic Requirements – Degree Audit

Step 2

Click the **My Advisees** link.

The screenshot shows the PSC website dashboard. The top navigation bar includes links for Home, Advisees, Courses, Faculty, Made, Quick Links, and Logout. The 'My Advisees' link is highlighted with a red box. Below the navigation bar, the dashboard is divided into several sections:

- My Messages:** A section with a 'Messages' link.
- Parking Permit:** A section with a 'Purchase Parking Permit' link.
- Online Payments:** A section showing a 'Total Balance: 0.00' and a 'Make a Payment' button.
- My Profile:** A section containing personal information such as 'Addresses', 'Email Addresses', and 'Phone Numbers'.
- My Teaching Schedule:** A section titled 'Fall 2017 Classes' with a table of classes.
- Manage Links:** A section with a grid of links including 'Service Indicators', 'Student Contact Info', 'Advisee Student Center', 'Advisee Test Scores', 'Advisee Academics', 'Student Groups', and 'Advisee Transfer Credit'.

Class	Title	Day	Time	Location
EDUC-300 000A	Managing the Learning Environm	TR	12:30 PM - 01:45 PM	P-TJM325
EDUC-310 000A	Secondary School Teaching Meth	MW	09:30 AM - 10:45 AM	P-TJM325
EDUC-317 000A	Assessment for Student Learn	TR	02:00 PM - 03:15 PM	P-TJM325
EDUC-434 000A	Content Literacy Across the Cu	MW	02:00 PM - 03:15 PM	P-TJM325

Academic Requirements – Degree Audit

Step 3

Click the **Advisee Student Center** link.

The screenshot shows the Peru State University Advisee Student Center interface. At the top is a navigation bar with links: Home, Advisees, Courses, Faculty, Mode, Quick Links, and Logout. Below this is a 'Manage Links' section with a grid of buttons: Service Indicators, Student Contact Info, Advisee Student Center (highlighted with a red box), Advisee Test Scores, Advisee Academics, Advisee Transfer Credit, and Student Groups. On the left is a 'List Filters' sidebar with sections for Filter by Status (Enrolled Only, Applied for Graduation), Filter by Advisor Role (Advisor), Filter by Career (Undergrad), Filter by Program (Education, Post-Baccalaureate Degree), and Filter by Level (5th Year, Sophomore, Senior). The main area is titled 'Advisee List' and contains a table with columns: #, NUID#, Name, Current Enrolled, Adv. Hold, Oth. Hold, Academic Standing, Future Enrolled, and Ferpa. The table lists seven students with their respective details.

#	NUID#	Name	Current Enrolled	Adv. Hold	Oth. Hold	Academic Standing	Future Enrolled	Ferpa
1	33546458	Bradley Jessica	Yes	No	No	Good Academic Standing	Fall 2017	No
2	14180127	Buggi Wendi Sue	Yes	No	No	Good Academic Standing	Fall 2017	No
3	24224796	Hull Lauren Elizabeth	No	No	No	Good Academic Standing	Fall 2017	No
4	46017387	Reznicek Nicole Ann	No	No	No	Good Academic Standing	Fall 2017	No
5	29480065	Smith Max Levi	Yes	No	Yes	Good Academic Standing	Fall 2017	No
6	32578292	Snider Elizabeth	Yes	No	No	Good Academic Standing	Fall 2017	No
7	19606741	Tubbesing Leah Katherine	No	No	No	Good Academic Standing	Fall 2017	No

Academic Requirements – Degree Audit

Step 4

Select the student's name from the drop down list.

The screenshot shows the Paru State PSC Academic Requirements – Degree Audit interface. A modal window is open, displaying a dropdown menu for selecting a student. The dropdown list is open, showing a list of student names. The name "Rita J. Jones E. Jones" is highlighted in red. The modal window also displays a table of classes and a section for personal information.

***Change Advisee**

Smith Max Levi
Rita J. Jones E. Jones
Rachaela Nicole Ann
Smith Max Levi
Snyder Elizabeth
Tubbesing Leah Katherine

Academics

My Class Schedule
Shopping Cart
My Planner

other academic

Fall 2017 Schedule

Inst	Class	Schedule
PSC	ESCI 215-049X LEC (12265)	Room TBA
PSC	HPER 310-000A LEC (12366)	TuTh 6:00AM - 9:15AM TJ Majors 104
PSC	HPER 313-000A LEC (12367)	MoWe 9:30AM - 10:45AM TJ Majors 104
PSC	SOC 300-000A LEC (10976)	TuTh 9:30AM - 10:45AM TJ Majors 302
PSC	SPED 200-000A LEC (12376)	MoWe 11:00AM - 12:15PM TJ Majors 230

Personal Information

Demographic Data
Emergency Contact

Contact Information

Permanent Address	Current/Local Address
1012 5th St Pons, NE 68421	1012 5th St Pons, NE 68421
Permanent Phone	Email Address
402/419-2126	

Academic Requirements – Degree Audit

Step 5

Select **Academic Requirements** from the drop down list.

The screenshot shows the Paru State PSC system interface. A modal window is open, displaying the 'Academic Requirements' section. The 'Fall 2017 Schedule' table is visible, showing a list of courses and their schedules. The 'Academic Requirements' option is highlighted in the left sidebar. The 'Personal Information' section is also visible at the bottom of the modal.

Academic Requirements

My Class Schedule
Shopping Cart
My Planner

Other academic: [dropdown] [icon]

Grades
Transcript View Unofficial
Transfer Credit Report
other academic

Fall 2017 Schedule

Test	Class	Schedule
PSC	ESCI 215-049X LEC (12265)	Room TBA
PSC	HPER 310-000A LEC (12366)	TuTh 8:00AM - 9:15AM TJ Majors 104
PSC	HPER 313-000A LEC (12367)	MoWe 9:30AM - 10:45AM TJ Majors 104
PSC	SOC 300-000A LEC (10976)	TuTh 9:30AM - 10:45AM TJ Majors 302
PSC	SPED 200-000A LEC (12376)	MoWe 11:00AM - 12:15PM TJ Majors 230

Weekly Schedule

Personal Information

Demographic Data
Emergency Contact

Contact Information

Permanent Address	Current/Local Address
1012 5th St Pons, NE 68421	1012 5th St Pons, NE 68421
Permanent Phone	Email Address
402/419-2126	

Academic Requirements – Degree Audit

Step 6

Click the >> object.

The screenshot shows the Paru State Academic Requirements Degree Audit interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled 'Academic Requirements' and features a 'Fall 2017 Schedule' table. A red box highlights the '>>' button next to the 'Academic Requirement' dropdown menu. The table lists courses with their respective schedules and room numbers.

Test	Class	Schedule
PSC	ESCI 215-049X LEC (12265)	Room TBA
PSC	HPER 310-000A LEC (12366)	TuTh 8:00AM - 9:15AM TJ Majors 104
PSC	HPER 313-000A LEC (12367)	MoWe 9:30AM - 10:45AM TJ Majors 104
PSC	SOC 300-000A LEC (10976)	TuTh 9:30AM - 10:45AM TJ Majors 302
PSC	SPED 200-000A LEC (12376)	MoWe 11:00AM - 12:15PM TJ Majors 230

Weekly Schedule >>

Personal Information

Demographic Data
Emergency Contact

Contact Information

Permanent Address
1012 5th St
Pons, NE 68421
Permanent Phone
402/419-2126

Current/Local Address
1012 5th St
Pons, NE 68421
Email Address

Academic Requirements – Degree Audit

Step 7

Make sure the Institution/Career for Peru State College is showing in the box, if not select the correct institution/career from the drop down menu.

Peru State College

Home | Advises | Courses | Faculty | Mode | Quick Links | Logout

Faculty Center | Advisor Center | Search

My Advises | Student Center | General Info | Transfer Credit | Academics | Test Scores

Advisee Requirements

Select Institution / Career: Chadron State College > Undergraduate

This report last generated on 07/12/2017

Collapse All | Expand All | View Report as PDF

Taken | In Progress | Planned

Current Academic Objective: 1 of 1

Career: Undergraduate
Program: Non Degree Seeking Undergrad
Plan: Professional Development UG

Requirement (Catalog) Term
Summer 2017
Summer 2017

Expected Grad Term:
Graduation Status: Not Applied

Current Academic Summary

Report Date: 07/12/2017
Last Term Registered
Academic Standing
CSC Cum GPA: 0.000

Printer Friendly Page

ELECTIVES (RG 1712)

Courswork that does not fulfill specific requirements but is used in overall hours towards graduation

NOTE: IF YOU HAVE TAKEN A COURSE THAT DID NOT TRANSFER AS A SPECIFIC REQUIREMENT AND YOU FEEL IT SHOULD, PLEASE CONTACT YOUR ADVISOR ABOUT A POSSIBLE COURSE SUBSTITUTION

Work Not Applicable to this Program

Academic Requirements – Degree Audit

Step 8

Select the **Change** link to update the degree audit with the correct career information.

The screenshot shows the Paru State Degree Audit system interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled 'Adviser Requirements' and features a dropdown menu for 'Select Institution / Career' set to 'Paru State College > Undergraduate'. A red box highlights the 'Change' link next to the dropdown. Below the dropdown, it states 'This report last generated on 07/31/2017 9:14AM'. There are buttons for 'Collapse All', 'Expand All', and 'View Report as PDF'. A status bar shows 'Taken', 'In Progress', and 'Planned'. The 'Current Academic Objective' section shows '1 of 1' and includes a table with columns for 'Requirement (Catalog)' and 'Term'. The 'Current Academic Summary' section shows 'Report Date: 07/12/2017', 'Last Term Registered', 'Academic Standing', and 'CSC Cum GPA: 0.000'. The 'ELECTIVES (RG 1712)' section includes a note about course substitution and a 'Work Not Applicable to this Program' button.

Requirement (Catalog)	Term
Undergraduate	Summer 2017
Non Degree Seeking Undergrad	Summer 2017
Professional Development UG	Summer 2017

Report Date	07/12/2017
Last Term Registered	
Academic Standing	
CSC Cum GPA	0.000

ELECTIVES (RG 1712)

Courswork that does not fulfill specific requirements but is used in overall hours towards graduation.

NOTE: IF YOU HAVE TAKEN A COURSE THAT DID NOT TRANSFER AS A SPECIFIC REQUIREMENT AND YOU FEEL IT SHOULD, PLEASE CONTACT YOUR ADVISOR ABOUT A POSSIBLE COURSE SUBSTITUTION.

[Work Not Applicable to this Program](#)

Academic Requirements – Degree Audit

Step 9

Click the **Collapse All** button to collapse all requirements.

The screenshot shows the Degree Audit interface in MyPSC. The 'Collapse All' button is highlighted with a red rectangle. The interface includes a navigation bar with links like Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area displays the Degree Audit for a student at Peru State College, Undergraduate. It shows the report generation date (07/31/2017 9:14AM) and buttons for 'Collapse All', 'Expand All', and 'View Report as PDF'. Below these buttons are sections for 'Current Academic Objective' and 'Current Academic Summary'. The 'Current Academic Objective' section shows a table of requirements with columns for Requirement (Catalog) Term and Status. The 'Current Academic Summary' section shows a table with columns for Report Date, Last Term Registered, Academic Standing, and Cumulative GPA. The 'Current Academic Summary' table shows the following data:

Report Date	Last Term Registered	Academic Standing	Cumulative GPA
05/25/2016	GOOD	Good Academic Standing	3.180

The 'Current Academic Objective' table shows the following data:

Requirement (Catalog) Term	Status
Fall 2015	
Fall 2015	
Fall 2015	

The 'Current Academic Objective' section also includes a table for 'Expected Grad Term' and 'Graduation Status'.

Expected Grad Term	Graduation Status
Spring 2020	Not Applied

The 'Current Academic Objective' section also includes a table for 'Expected Grad Term' and 'Graduation Status'.

Below the tables, there is a section titled 'ATTENTION - PLEASE READ' with a warning message: 'This Degree Audit Report is not an official transcript. It has been prepared to assist in planning your academic program. The responsibility for verification of information rests with you, the student. If you do not think this evaluation is accurate or if you have questions, please see your advisor or dean. If you attended Peru State College prior to August 2010, your Degree Audit may not accurately reflect your status in regard to graduation. Please refer to your progress sheet or contact the Student Records Office for more information.'

Academic Requirements – Degree Audit

Step 10

Click the **Expand All** button to expand all requirements.

The screenshot shows the Penn State Degree Audit interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled 'Advisee Requirements' and displays a report for a student at Penn State College > Undergraduate. The report was last generated on 07/31/2017 at 9:14AM. Below the report title, there are three buttons: 'Collapse All', 'Expand All' (highlighted with a red box), and 'View Report as PDF'. The report content is divided into two main sections: 'Current Academic Objective' and 'Current Academic Summary'. The 'Current Academic Objective' section shows a table of requirements with columns for Requirement (Catalog) Term and a status column. The 'Current Academic Summary' section displays key academic metrics. At the bottom of the report, there are several expandable sections for disclaimers and requirements.

Requirement (Catalog) Term	Status
Career: Undergraduate	
Program: Education	Fall 2015
Plan: Elementary Education	Fall 2015
Subplan: Coaching	Fall 2015

Current Academic Summary	
Report Date:	05/25/2016
Last Term Registered:	Spring 2017
Academic Standing:	Good Academic Standing
Cumulative GPA:	3.180

Expected Grad Term: Spring 2020
Graduation Status: Not Applied

Printer Friendly Page

Expandable sections at the bottom:

- ATTENTION - PLEASE READ
- WAIVER/SUBSTITUTION DISCLAIMER
- UNDERGRADUATE REQUIREMENTS (RG 0810)
- GENERAL STUDIES REQUIREMENTS (RG 0813)
- ADMISSION TO TEACHER EDUCATION (RG 2187)

Academic Requirements – Degree Audit

Step 11

The **Current Academic Objective** contains important information regarding the student's **Career, Program, Plan, Subplan, Catalog, Expected Graduation Term, and Graduation Status**. The advisor and student should verify that this information is correct. If a change of major is needed, the student should complete a **Change of Major** form so the Student Records can update the information.

The screenshot displays the Paru State Degree Audit Report interface. The 'Current Academic Objective' section is highlighted with a red box. It contains a table of requirements and a summary of academic standing.

Requirement (Catalog) Term	Requirement
Fall 2015	Career: Undergraduate
Fall 2015	Program: Education
Fall 2015	Plan: Elementary Education
Fall 2015	Subplan: Coaching

Expected Grad Term: Spring 2020
Graduation Status: Not Applied

Current Academic Summary

Report Date	05/25/2015	GOOD
Last Term Registered	Spring 2017	
Academic Standing	Good Academic Standing	
Cumulative GPA:	3.180	

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ATTENTION - PLEASE READ

This Degree Audit Report is not an official transcript. It has been prepared to assist in planning your academic program. The responsibility for verification of information rests with you, the student. If you do not think this evaluation is accurate or if you have questions, please see your advisor or dean.

If you attended Paru State College prior to August 2010, your Degree Audit may not accurately reflect your status in regard to graduation. Please refer to your progress sheet or contact the Student Records Office for more information.

Academic Requirements – Degree Audit

Step 12

The **Current Academic Summary** contains information regarding **Report Date, Last Term Registered, Academic Standing, and Cumulative GPA**.

The screenshot displays the Degree Audit system interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The left sidebar contains various filter options. The main content area is titled "Adviser Requirements" and shows a selection for "Peru State College - Undergraduate". A red box highlights the "Current Academic Summary" section, which contains the following information:

Current Academic Summary	
Report Date	08/25/2016 GOOD
Last Term Registered	Spring 2017
Academic Standing	Good Academic Standing
Cumulative GPA:	3.180

Below the summary, there is an "ATTENTION - PLEASE READ" section with a disclaimer: "This Degree Audit Report is not an official transcript. It has been prepared to assist in planning your academic program. The responsibility for verification of information rests with you, the student. If you do not think this evaluation is accurate or if you have questions, please see your advisor or dean. If you attended Peru State College prior to August 2010, your Degree Audit may not accurately reflect your status in regard to graduation. Please refer to your progress sheet or contact the Student Records Office for more information."

Academic Requirements – Degree Audit

Step 13

Advisors and students should pay close attention to the **Undergraduate Graduation Requirements**. Students must complete a **minimum of 120** credit hours in order to attain a bachelor degree from Peru State College. The units taken is the total of: **transferred, completed, and in-progress course credit hours**.

The screenshot displays the Degree Audit report for Spring 2020. The report is titled "Degree Audit Report" and includes a "Printer Friendly Page" link. The "Expected Grad Term" is Spring 2020, and the "Graduation Status" is Not Applied. The report is divided into several sections: "ATTENTION - PLEASE READ", "WAIVER/SUBSTITUTION DISCLAIMER", "UNDERGRADUATE REQUIREMENTS (RQ 0816)", "Undergraduate Graduation Requirements (RQ 0309)", and "Minimum 2.75 GPA". The "Undergraduate Graduation Requirements (RQ 0309)" section is highlighted with a red box and shows that the student is "Not Satisfied" with the requirement. The requirement is "Minimum 120 Units", and the student has "Units: 120.00 required, 66.00 taken, 54.00 needed". The "Minimum 2.75 GPA" section shows that the student is "Satisfied" with the requirement, with "GPA: 2.750 required, 3.180 actual".

Requirement	Status	Details
Undergraduate Graduation Requirements (RQ 0309)	Not Satisfied	Minimum 120 Units Units: 120.00 required, 66.00 taken, 54.00 needed
Minimum 2.75 GPA	Satisfied	Minimum 2.75 GPA GPA: 2.750 required, 3.180 actual

Academic Requirements – Degree Audit

Step 14

Check to make sure the student has met the **minimum** cumulative GPA requirement.

The screenshot displays the Degree Audit system interface. At the top, a navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area shows the student's Expected Grad Term as Spring 2020 and Graduation Status as Not Applied. A section titled "ATTENTION - PLEASE READ" provides a disclaimer about the report's accuracy. Below this, a "WAIVER/SUBSTITUTION DISCLAIMER" is shown. The "UNDERGRADUATE REQUIREMENTS (RG 0815)" section is expanded, showing that the student is "Not Satisfied" with the "Undergraduate Graduation Requirements (RG 0309)". The "Minimum 120 Units" requirement is also shown as "Not Satisfied". The "Minimum 2.75 GPA" requirement is highlighted with a red box, showing the student is "Satisfied" with a minimum 2.75 GPA, with a GPA of 2.750 required and 3.180 actual.

Expected Grad Term: Spring 2020
Graduation Status: Not Applied

Printer Friendly Page

ATTENTION - PLEASE READ

This Degree Audit Report is not an official transcript. It has been prepared to assist in planning your academic program. The responsibility for verification of information rests with you, the student. If you do not think this evaluation is accurate or if you have questions, please see your advisor or dean.

If you attended Peru State College prior to August 2010, your Degree Audit may not accurately reflect your status in regard to graduation. Please refer to your progress sheet or contact the Student Records Office for more information.

WAIVER/SUBSTITUTION DISCLAIMER

This evaluation may not contain all previous waivers, course substitutions, and/or transfer credit but will be entered in the near future. Please contact the Student Records Office if you have questions.

UNDERGRADUATE REQUIREMENTS (RG 0815)

Not Satisfied: UNDERGRADUATE REQUIREMENTS

Undergraduate Graduation Requirements (RG 0309)

Not Satisfied: Undergraduate Graduation Requirements

Minimum 120 Units

Not Satisfied: Minimum 120 Units

- Units: 120.00 required, 66.00 taken, 54.00 needed

Minimum 2.75 GPA

Satisfied: Minimum 2.75 GPA

- GPA: 2.750 required, 3.180 actual

Academic Requirements – Degree Audit

Step 15

Advisors and students need to pay close attention to the upper division requirements. Students are required to complete a **minimum of 40** credit hours of upper division credit. The total units taken is the total of **transferred, completed and in progress course credit hours**.

Exception: BAS students have to complete a **minimum of 20** upper division credits.

The screenshot displays a web interface for a degree audit system. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled "The following courses were used to satisfy this requirement:" and contains a table of course data. Below the table, there are sections for "40 Upper Division Units" and "Peru State Credits", each with a "Not Satisfied" status and a breakdown of units required, taken, and needed. The table lists courses such as ART 308, BIOL 102, COLL 101, EDUC 208, EDUC 209, EDUC 255, ENG 100, ENG 101, ENG 201, and ESCI 215, along with their descriptions, units, when taken, first grade, and status.

Course	Description	Units	When	First	Grade	Status
ART 308	Art Exploration	3.00	Spring 2017		B	✓
BIOL 102	Introductory Zoology	4.00	Spring 2016		C	✓
COLL 101	College Success	2.00	Fall 2015		C+	✓
EDUC 208	Teacher Education: Principles	3.00	Spring 2017		A	✓
EDUC 209	Teacher Education Orientation	0.00	Spring 2017		CR	✓
EDUC 255	Different Inst for Diver Learn	3.00	Spring 2017		B	✓
ENG 100	Elements of Composition	3.00	Fall 2016		B	✓
ENG 101	English Composition	3.00	Fall 2016		B+	✓
ENG 201	Advanced English Composition	3.00	Spring 2017		B+	✓
ESCI 215	Intro to Earth and Physical Sc	3.00	Fall 2017			✗

40 Upper Division Units
Not Satisfied: 40 of the 120 Units must be in upper division classes.
Units: 40.00 required, 15.00 taken, 25.00 needed

Peru State Credits
Satisfied: A minimum of 30 semester units must be earned from Peru State College.
Units: 30.00 required, 66.00 taken, 0.00 needed

Academic Requirements – Degree Audit

Step 16

Students must also complete a **minimum of 30** credit hours from Peru State College, **24 of the last 30** semester hours must be taken at Peru State College.

The screenshot displays a web-based Degree Audit interface. At the top, a navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled '40 Upper Division Units' and shows a status of 'Not Satisfied: 40 of the 120 Units must be in upper division classes.' Below this, it indicates 'Units: 40.00 required, 15.00 taken, 25.00 needed' and lists courses used to satisfy the requirement. A table follows with columns for Course, Description, Units, When, First, Grade, and Status. The table lists five courses: ART 308 (Art Exploration, 3.00 Spring 2017, Grade B, Status Satisfied), HPER 310 (Psychology of Sports and Physi, 3.00 Fall 2017, Status Satisfied), HPER 313 (Physical Education and Health, 3.00 Fall 2017, Status Satisfied), HPER 322 (Coordinated School & Community, 3.00 Fall 2016, Grade B+, Status Satisfied), and SOC 300 (Contemporary Social Problems, 3.00 Fall 2017, Status Satisfied). Below the table, a section titled 'Peru State Credits' is highlighted with a red box. It shows 'Satisfied: A minimum of 30 semester units must be earned from Peru State College.' and 'Units: 30.00 required, 66.00 taken, 0.00 needed'. Below this is a 'Resident Credits' section showing 'Not Satisfied: A minimum of 24 of the last 30 semester units must be earned in residence.' and 'Units: 24.00 required, 0.00 taken, 24.00 needed'. At the bottom, there are sections for 'GENERAL STUDIES REQUIREMENTS (RG 0813)' and 'College Success (RG 0348)', both showing 'Not Satisfied' status.

Course	Description	Units	When	First	Grade	Status
ART 308	Art Exploration	3.00	Spring 2017		B	✓
HPER 310	Psychology of Sports and Physi	3.00	Fall 2017			✓
HPER 313	Physical Education and Health	3.00	Fall 2017			✓
HPER 322	Coordinated School & Community	3.00	Fall 2016		B+	✓
SOC 300	Contemporary Social Problems	3.00	Fall 2017			✓

Academic Requirements – Degree Audit

Step 17

If a student has successfully completed a requirement, **Satisfied** will be displayed next to the requirement.

The screenshot displays a web interface for a degree audit. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled "GENERAL STUDIES REQUIREMENTS (RG 0813)" and shows a list of requirements. The "College Success (RG 0348)" requirement is highlighted with a red box, and its status is "Satisfied: College Success". Below this, the "COLL 101" requirement is shown as "Satisfied: Complete one course". A table lists the courses used to satisfy this requirement: COLL 101, College Success, 2.00 units, Fall 2015, with a grade of C+ and a status of "Satisfied". The "Collegiate Skills - Effective Communication (9 units) (RG 0306)" requirement is also shown, with a note about the English 101 waiver. Below this, the "ENG 100" requirement is shown as "Satisfied: Complete one course", and a table lists the course used: ENG 100, Elements of Composition, 3.00 units, Fall 2015, with a grade of B and a status of "Satisfied". The "ENG 101" requirement is also shown as "Satisfied: Complete one course".

GENERAL STUDIES REQUIREMENTS (RG 0813)

Not Satisfied: GENERAL STUDIES REQUIREMENTS

College Success (RG 0348)

Satisfied: College Success

COLL 101

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
COLL 101	College Success	2.00	Fall 2015	C+	Satisfied

Collegiate Skills - Effective Communication (9 units) (RG 0306)

Satisfied: Effective Communication: ENG 101 waived for students scoring at least 26 on the English portion of the ACT or 554 on the Writing portion of the SAT. ENG 100 is required for students scoring below 19 on the English portion of the ACT or below 450 on the Writing portion of the SAT. Students may take the English CPT to determine appropriate placement.

** Please contact the Student Records Office if you believe that this requirement should be waived.

ENG 100

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ENG 100	Elements of Composition	3.00	Fall 2015	B	Satisfied

ENG 101

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
--------	-------------	-------	------	-------	--------

Academic Requirements – Degree Audit

Step 18

If a requirement or course is not completed, **Not Satisfied** will be displayed.

The screenshot shows a web application for degree audit. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The left sidebar contains various filters and management options. The main content area displays a requirement for Quantitative Reasoning (6 units) with a status of 'Not Satisfied'. A red box highlights the 'Not Satisfied' status and the instruction 'Complete one course'. Below this, a table lists courses that may be used to satisfy the requirement.

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
SPCH 152	Fundamentals of Speech	3.00	Spring 2016	B	✓

Collegiate Skills - Quantitative Reasoning (6 units) (RQ 0324)

Satisfied: Quantitative Reasoning: Math 110 or 112 and STAT 210

MATH 112 waived for students scoring at least 26 on the Math portion of the ACT or 564 on the Math portion of the SAT. MATH 100 is required for students scoring below 18 on the Math portion of the ACT or 500 on the Math portion of the SAT. Students may take the Math CPT to determine appropriate placement.

** Please contact the Student Records Office if you believe that this requirement should be waived.

Waive MATH 100

Satisfied: Waive MATH 100

MATH 110 or 112

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
MATH 112	College Algebra	3.00	Spring 2016	A	✓

STAT 210

Not Satisfied: Complete one course

Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
STAT 210	Statistics	3.00			

Academic Requirements – Degree Audit

Step 19

To Collapse or Expand **Select the Arrow** next to the requirement.

The screenshot displays a web interface for a degree audit system. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled "GENERAL STUDIES REQUIREMENTS (RG 0813)" and shows a list of requirements. The first requirement is "College Success (RG 0348)", which is satisfied by "College Success". Below this is the "COLL 101" requirement, which is also satisfied by "College Success". A red box highlights the collapse/expand arrow next to the "COLL 101" requirement. The interface also shows a table of courses used to satisfy the requirement, with columns for Course, Description, Units, When, Grade, and Status. The table lists "COLL 101" with a grade of "C+" and a status of "Satisfied".

GENERAL STUDIES REQUIREMENTS (RG 0813)

Not Satisfied: GENERAL STUDIES REQUIREMENTS

College Success (RG 0348)

Satisfied: College Success

COLL 101

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
COLL 101	College Success	2.00	Fall 2015	C+	Satisfied

Collegiate Skills - Effective Communication (9 units) (RG 0306)

Satisfied: Effective Communication: ENG 101 waived for students scoring at least 26 on the English portion of the ACT or 554 on the Writing portion of the SAT. ENG 100 is required for students scoring below 19 on the English portion of the ACT or below 450 on the Writing portion of the SAT. Students may take the English CPT to determine appropriate placement.

** Please contact the Student Records Office if you believe that this requirement should be waived.

ENG 100

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ENG 100	Elements of Composition	3.00	Fall 2015	B	Satisfied

ENG 101

Satisfied: Complete one course

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
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Academic Requirements – Degree Audit

Step 20

Some requirements have more than one course that will satisfy them. The system is defaulted to display 10 courses. To display the full list, **Select View All**.

The screenshot shows the Degree Audit system interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area displays the audit results for a student. A requirement for STAT 210 is shown, indicating it is not satisfied and that one course is required. Below this, a list of courses that can satisfy the requirement is displayed. The first requirement shown is for STAT 210, which is not satisfied. The second requirement is for Technology & Its Application (3 units) (RQ 774), which is also not satisfied. The list of courses that can satisfy the Technology & Its Application requirement is shown, with a 'View All' link highlighted in a red box. The list includes courses such as ART 112, ART 203, ART 215, ART 313, ART 314, ART 315, ART 320, ART 321, CMIS 101, and CMIS 101T.

Course	Description	Units	When	Grade	Status
MATH 112	College Algebra	3.00	Spring 2016	A	✓

STAT 210

Not Satisfied: Complete one course.

Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
STAT 210	Statistics	3.00			

Technology & Its Application (3 units) (RQ 774)

Not Satisfied: Technology & Its Application

Technology & Its Application

Not Satisfied: Complete one course.

Units: 3.00 required, 0.00 taken, 3.00 needed
Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ART 112	Introduction to Graphic Design	3.00			
ART 203	2-D Design Foundation	3.00			
ART 215	Typography	3.00			
ART 313	Illustration	3.00			
ART 314	Digital Photography	3.00			
ART 315	Digital Layout	3.00			
ART 320	Web Design	3.00			
ART 321	Motion Graphics	3.00			
CMIS 101	Information Systems Concepts a	3.00			
CMIS 101T	CMIS Transfer Elective	0.00 - 9.99			

Academic Requirements – Degree Audit

Step 21

After selecting **View All**, all courses will be displayed.

The screenshot shows the Degree Audit system interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The left sidebar contains links for Home, Manage, Service, Advises, and List Filters. The main content area displays the 'Technology & Its Application (3 units) (RQ 774)' requirement. It indicates that the requirement is 'Not Satisfied' and provides details on the units and courses needed. A table lists the following courses that may be used to satisfy this requirement:

Course	Description	Units	When	First	1-18 of 18	Last	Grade	Status
ART 112	Introduction to Graphic Design	3.00						
ART 203	2-D Design Foundation	3.00						
ART 215	Typography	3.00						
ART 313	Illustration	3.00						
ART 314	Digital Photography	3.00						
ART 315	Digital Layout	3.00						
ART 320	Web Design	3.00						
ART 321	Motion Graphics	3.00						
CMIS 101	Information Systems Concepts a	3.00						
CMIS 101T	CMIS Transfer Elective	0.00 - 9.99						
CMIS 210	Essentials of Computer Program	3.00						
CMIS 300	Information Systems Management	3.00						
CMIS 310	Network Administration and Imp	3.00						
CMIS 360	Cyber Security	3.00						
CMIS 410	Web Page Development and Progr	3.00						
CMIS 420	Database Development and Progr	3.00						
EDUC 315	Educational Technology	3.00						
ENG 310	Technical Communication	3.00						

Below the table, the 'Community, Regional & Global Studies (3 units) (RQ 0344)' requirement is shown, indicating it is 'Satisfied'.

Academic Requirements – Degree Audit

Step 22

Advisors and students should read over all program requirements.

The screenshot displays a web application for a degree audit. At the top, a navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled "Satisfied: History" and shows a table of courses used to satisfy requirements. Below this, a red box highlights a section of requirements, including "ADMISSION TO TEACHER EDUCATION (RG 2187)", "Admission to Teacher Education (RQ 701)", "42 or more units completed", "Math course (110 or higher, can be Stats)", "Composition Course", and "PSYC 260, EDUC 208, 209, 255, SPED 200".

Course	Description	Units	When	Grade	Status
HIST 113	American History Before 1865	3.00	Fall 2016	A	✓

ADMISSION TO TEACHER EDUCATION (RG 2187)
Not Satisfied: ADMISSION TO TEACHER EDUCATION CRITERIA
Admission to Teacher Education (RQ 701)
Not Satisfied: Admission to Teacher Education Criteria
42 or more units completed
Satisfied: 42 or more units completed
• Units: 42.00 required, 66.00 taken, 0.00 needed
Math course (110 or higher, can be Stats)
Satisfied: Minimum grade of C or better is required
• Courses: 1 required, 1 taken, 0 needed
Composition Course
Satisfied: Minimum grade of C or better is required
• Courses: 1 required, 2 taken, 0 needed
PSYC 260, EDUC 208, 209, 255, SPED 200

Academic Requirements – Degree Audit

Step 23

Major/Minor Specific Requirements - courses and requirements needed to complete the program follow this section.

The screenshot displays a web interface for a degree audit system. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area is titled "TEACHER EDUCATION MAJOR - ELEMENTARY EDUCATION OPTION (RQ 0816)". It shows a list of requirements, including "Elementary Education Option Requirements (41 units) (RQ 0310)" and "Elementary Education Option". A table lists courses that can be used to satisfy these requirements, with columns for Course, Description, Units, When, Grade, and Status. The table shows that ART 308, EDUC 290, EDUC 301, EDUC 302, EDUC 325, EDUC 326, EDUC 327, EDUC 328, EDUC 334, and EDUC 403 are all listed with 3.00 units and a status of "Satisfied".

Course	Description	Units	When	Grade	Status
ART 308	Art Exploration	3.00	Spring 2017	B	✓
EDUC 290	Select & Eval Lit for Elem Cur	3.00			
EDUC 301	Elementary Practicum - Social	1.00			
EDUC 302	Elem Practicum - Math & Scienc	1.00			
EDUC 325	Teaching Language Arts in the	3.00			
EDUC 326	Teaching Social Studies in the	3.00			
EDUC 327	Teaching Math in the Elementar	3.00			
EDUC 328	Teaching Science in the Elemen	3.00			
EDUC 334	Teaching Reading in the Elemen	3.00			
EDUC 403	Diagnostic and Remedial Readin	3.00			

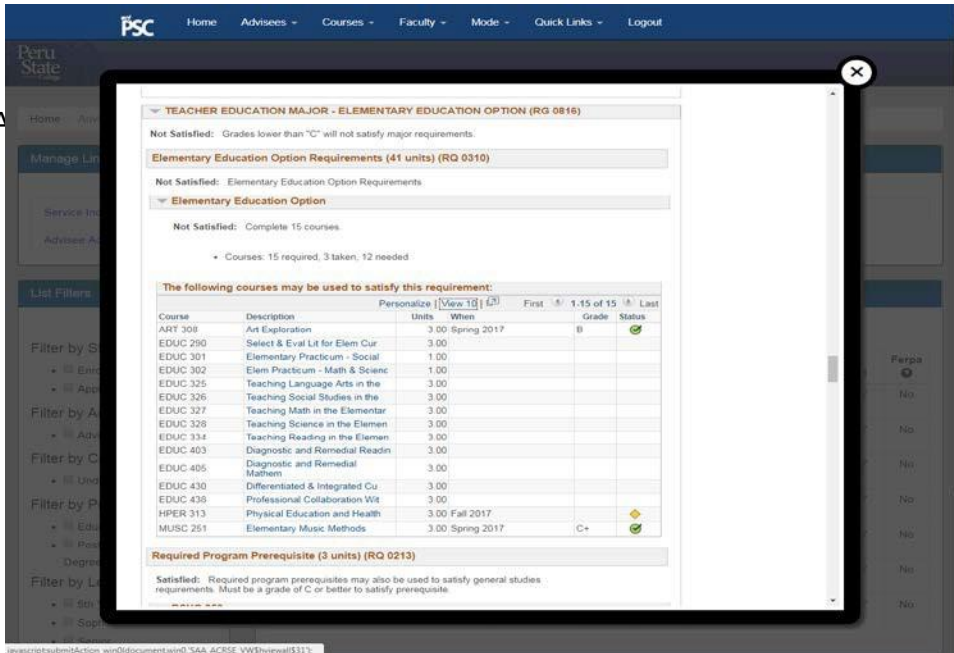
Academic Requirements – Degree Audit

Step 24

A  **green circle with a checkmark** in the status, indicates a course is **Completed**.

A  **yellow diamond** in the status, indicates a course is **In Progress**.

If there is **nothing** in the status, the course needs to be completed.



The screenshot displays the Paru State Degree Audit interface. The main window shows the 'TEACHER EDUCATION MAJOR - ELEMENTARY EDUCATION OPTION (RQ 0816)' requirements. It lists 'Elementary Education Option Requirements (41 units) (RQ 0310)' and indicates that 15 courses are required, 3 have been taken, and 12 are still needed. A table lists the following courses that may be used to satisfy this requirement:

Course	Description	Units	When	First	1-15 of 15	Last	Grade	Status
ART 308	Art Exploration	3.00	Spring 2017				B	✓
EDUC 290	Select & Eval Lit for Elem Cur	3.00						
EDUC 301	Elementary Practicum - Social	1.00						
EDUC 302	Elem Practicum - Math & Science	1.00						
EDUC 325	Teaching Language Arts in the	3.00						
EDUC 326	Teaching Social Studies in the	3.00						
EDUC 327	Teaching Math in the Elementary	3.00						
EDUC 328	Teaching Science in the Elementary	3.00						
EDUC 334	Teaching Reading in the Elementary	3.00						
EDUC 403	Diagnostic and Remedial Reading	3.00						
EDUC 485	Diagnostic and Remedial Math	3.00						
EDUC 430	Differentiated & Integrated Curriculum	3.00						
EDUC 436	Professional Collaboration Workshop	3.00						
HPER 313	Physical Education and Health	3.00	Fall 2017					♦
MUSC 251	Elementary Music Methods	3.00	Spring 2017				C+	✓

Below the table, it shows 'Required Program Prerequisite (3 units) (RQ 0213)' and notes that the requirement is satisfied.

Academic Requirements – Degree Audit

Step 25

The **Elective** section displays student's elective hours.

The **Work Not Applicable to this Program** section, displays courses that a student has completed but do not apply towards the degree (CR courses, courses with grades that do not meet the requirements (F), etc...)

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
HPER 360	Physiology of Exercise	3.00			

ELECTIVES AND COURSES NOT USED (RQ 1721)

Electives and Courses not applicable to the program

Electives (RQ 669)

Electives

Work Not Applicable to this Program

Work Not Applicable to this Program

The following courses were used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
HPER 190	Varsity Sports (Football)	1.00	Fall 2015	CR	✓

Go to top

Cancel

Academic Requirements – Degree Audit

Step 26

When a student has completed **ALL** of their program requirements, all of the requirement groups will **Collapse**.

The screenshot shows the Peru State Degree Audit interface. The top navigation bar includes links for Home, Advises, Courses, Faculty, Mode, Quick Links, and Logout. The main content area displays student information: Plan: Early Childhood Education PK-3, Plan: Elementary Education, Expected Grad Term: Fall 2017, Graduation Status: Program in Review, and Cumulative GPA: 3.950. A section titled "ATTENTION - PLEASE READ" contains a disclaimer. Below this, a section titled "WAIVER/SUBSTITUTION DISCLAIMER" is highlighted with a red box. This section lists several requirement groups, each with a collapse icon (a right-pointing triangle) and a label in parentheses: UNDERGRADUATE REQUIREMENTS (RG 0815), GENERAL STUDIES REQUIREMENTS (RG 0813), ADMISSION TO TEACHER EDUCATION (RG 2187), TEACHER EDUCATION MAJOR - ELEMENTARY EDUCATION OPTION (RG 0816), ELEMENTARY GRADES CONTENT AREA REQUIREMENTS (RG 0894), ADMISSION TO STUDENT TEACHING CRITERIA (RG 2126), TEACHER EDUCATION MAJOR - PK-3 EARLY CHILDHOOD EDUCATION OPTION (RG 2841), ADMISSION TO STUDENT TEACHING CRITERIA (RG 2842), and ELECTIVES AND COURSES NOT USED (RG 1721). The first requirement group, UNDERGRADUATE REQUIREMENTS, is shown as collapsed.