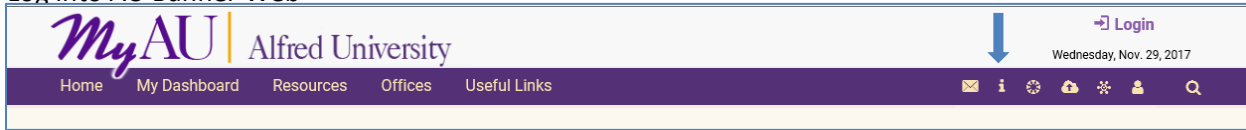


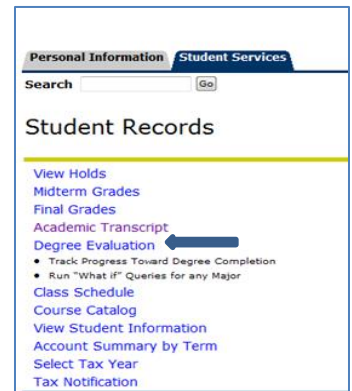
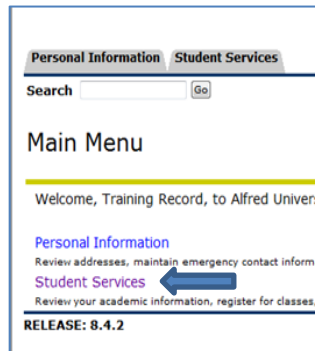
Quick Guide to run a Degree Evaluation

A degree evaluation will assist you in making sure you are taking the courses required to earn your chosen degree. Be sure to consult the college catalog for the year you were admitted/matriculated and your advisor. You may also stop in to Student Service Center in Seidlin Hall.

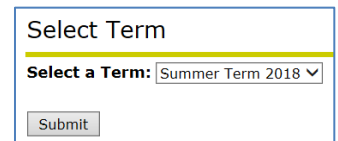
Log into AU Banner Web



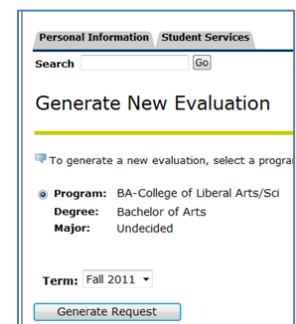
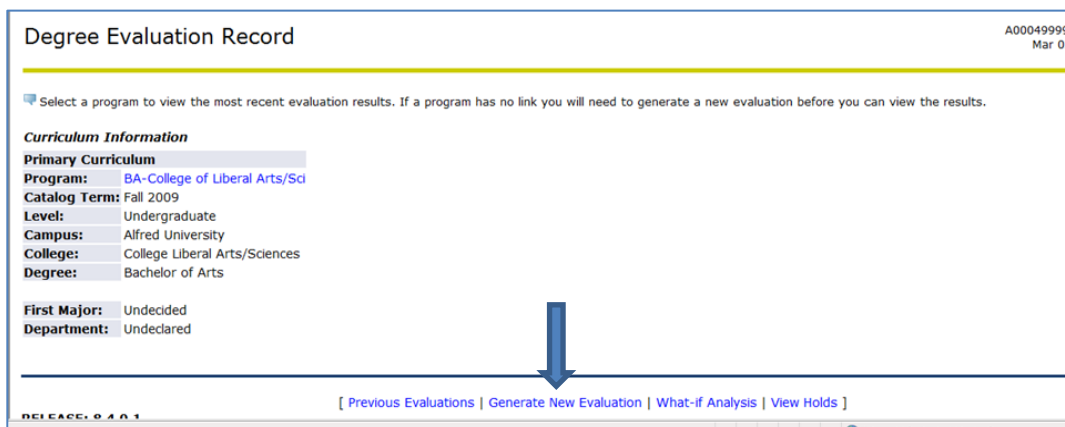
- 1) Log into AU Banner Web Secure Area. 2) Click on the link "Student Services" 3) Click on "Degree Evaluation"



*Do note that you may be prompted to select a term; you can leave the default term and click "Submit".



- 4) A summary of your Curriculum Information will be displayed. You should always **run a new evaluation** to be sure to get the most up to date information/changes. Click on "Generate New Evaluation".



- 5) Click in the circle (radio button) next to "Program", then click "Generate Request"

6) An evaluation of progress towards your degree will run and display.

The upper portion is a summary of your declared degree and major. The requirements for your degree/major are based on your catalog term/year you matriculated to AU. (See the online college catalog for your specific term/year to review further details of requirements and to compare to your degree evaluation.)

Degree Evaluation Report			
Information for [REDACTED]			
Program Description			
Program :	BA-College of Liberal Arts/Sci	Catalog Term :	Fall 2015
Campus :		Evaluation Term :	Spring 2018
College :	College Liberal Arts/Sciences	Expected Graduation Date :	May 15,2019
Degree:	Bachelor of Arts	Request Number :	12
Level :	Undergraduate	Results as of :	Nov 16,2017
Majors :	Biology	Minors :	Spanish
Departments :	Biology	Concentrations :	Pre-health Sciences

As you scroll down you will see listed all the Program requirements (courses needed) to earn your degree.

- The evaluation will be broken down into Areas and Groups relating to your degree, major or minor requirements.
- Any courses that were transferred in, completed or are registered for will appear and fulfill certain requirements.
- You will look for sections that are showing a red “No”. These are requirements that you have yet to fulfill. Once the section is fulfilled you will see “Yes”.
- Pay attention to area comments that help explain what is needed.
- Be sure to check at the bottom of your degree evaluation to see if the section “Courses not used” appears. This means a course you are registered for is not being used to help you fulfill your degree requirements. Any courses you take that are not used could delay your anticipated graduation date. Check with your advisor.

If you are thinking of changing your major you can do a “What If Analysis” to see what if you majored in Chemistry instead of History? They you can see how many of your completed courses could be used towards the new major.

*Do note changing your major can extend your time at AU.

Here is an example showing a section of a degree evaluation indicating requirements for the Biology Major.

Area Requirements															
Area :Biology Major Requirements	Required	Used	Required	Used											
Area Description															
Biology majors must complete 26 credit hours in foundation and core courses, 12 credit hours in specialization courses (1 research intensive course recommended) and related Chemistry courses.															
Area Attached Groups															
Met	Description	General Requirements Met	Detail Requirements Met												
No	Core Requirements	No	No												
No	Biology Specialization	No	No												
Yes	Chemistry Requirement	Yes	Yes												
Group Requirements															
Group :Core Requirements	Met	Credits	Courses												
		Required	Used	Required											
Total Required :	No	26.00	25.00	7											
Detail Requirements															
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
No	COMPLETE	the Core Courses listed below:													
									201590 BIOL	150	Biological Foundations	4.00	A	H	
									201710 BIOL	211	Cell Biology	4.00	A	H	
									201790 BIOL	212	Principles of Genetics	4.00		R	
									201690 BIOL	213	Structure/Function Organisms	4.00	A	H	
									201610 BIOL	226	Biostatistics	4.00	A	H	
									201810 BIOL	314	Community and Systems Biology	4.00		R	
									201790 BIOL	390	Junior Seminar	1.00		R	
Course Attribute Attachment Description															
BIOL 150-Foundations, BIOL 211-Cell, BIOL 212-Genetics, BIOL 213-Struct/Func Org, BIOL 226-Biostatistics, BIOL 314-Comm/Sys Bio, BIOL 390 & 490-Seminar															

Any questions, be sure to see your advisor or you can stop in the Student Service Center in Seidlin Hall.