

Advisor's Guide to the Degree Audit



The Degree Audit (Academic Progress Report-APR) is a record of a student's progress toward completing degree requirements. It is a summary of the completion of overall degree requirements (e.g. university requirements, major and minor requirements, electives) including grade point average (GPA). The Degree Audit is intended only as an advising tool; it is not a transcript.

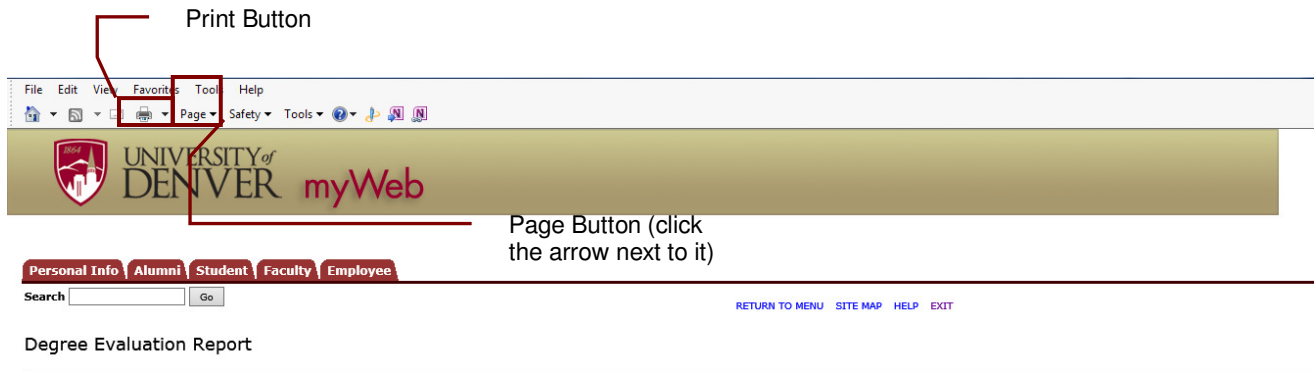
Viewing/Printing the Degree Audit (Students)

1. Log into [PioneerWeb](#) using your DU ID number and your passcode.
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 then 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. Select the program for which you would like to run a degree audit and then click "Generate Request".
7. Click the print button at the top of the screen. Before printing, make sure the text size is set to "smaller" or "smallest" (click the arrow next to the page button at top of the screen, go to text size and select the correct size).

Viewing/Printing the Degree Audit (Advisors)

1. Log into [PioneerWeb](#) using your DU ID number and your passcode.
2. Click on the "MyWeb" tab at the top of the page.
3. Click on "Banner Self Service" and Select "Faculty and Advisors"
4. Click on "Advising Toolkit" and select "Degree Audit".
5. Select the current term, and click "Submit".
6. Enter the student's DU ID number or under student and advisee query, enter the student's first and last name. Click "Submit".
7. Click "Submit" if the name that appears is the correct student.
8. Click on "Generate New Evaluation" at the bottom of the page. **Please Note:** You can also click on "Previous Evaluations" or on the degree program to view the last degree audit that was run for the student. Please be aware that by choosing these options, you may not see the most up to date degree audit.
9. Select the program for which you would like to run a degree audit and click "Generate Request".
10. Click the print button at the top of the screen. Make sure the text size is set to "smaller" or "smallest" (click the arrow next to the page button at top of the screen, go to text size and select the correct size). **Note:** These instructions are based on Internet Explorer. Other browsers may require a different process for printing and changing text size.

Office of the Registrar



Interpreting the Degree Audit

General Program Information – Lists general information such as Degree, Major and Major Department, Minor(s), and Concentration(s).

Catalog Term – Determines the requirements that appear on the degree audit.

Evaluation Term – The academic term in which the degree audit was generated.

Expected Graduation Date – Anticipated date of graduation. Until a graduation application is submitted, this date is just an estimate.

Results as of – Date the degree audit was generated.

Please Note: If a student's majors are offered by different colleges (e.g. Psychology/Social Sciences, History/Arts and Humanities), the majors will appear on separate degree audits. If a student's majors belong to the same college (e.g. Management, Finance), both majors will appear on the same degree audit.

Information for [John R. Student](#)

Program Description

Program :	Bachelor of Arts-Social Sci	Catalog Term :	Autumn Quarter 2010
Campus :		Evaluation Term :	Spring Quarter 2011
College :	Social Sciences	Expected Graduation Date :	Jun 08, 2013
Degree:	Bachelor of Arts	Request Number :	20
Level :	Undergraduate	Results as of :	Mar 31, 2011
Majors :	Sociology	Minors :	Spanish Anthropology
Departments :	Sociology & Criminology	Concentrations :	

Program Evaluation

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	183.00	93.50	21	
Required Institutional:	No	45.00	41.00	10	
Overall GPA :	Yes	2.00	3.28		

Program Description
The Academic Progress Report (APR) is an advising guide for meeting degree requirements, NOT an official transcript. Questions regarding the APR should be directed to the appropriate academic adviser. It is the responsibility of the student to meet all requirements for graduation. The value of total credits used assumes successful completion of all courses in progress. NOTE: Grades for repeated courses count in the GPA; however, repeated courses do not count toward degree hours and will not count toward satisfactory progress.

Program Description – Please read carefully! The program description includes important information about the degree audit.

Program Evaluation Summary – The Credits column lists the credit hour or GPA requirement and overall earned GPA. The Met column indicates whether the requirement has been fulfilled. Note: This does not mean that all requirements are met.

Total Required – Number of credit hours required for the degree and number of credit hours completed (includes credit hours currently in progress).

Required Institutional – The minimum number of credit hours that must be completed at DU (The last 45 credit hours of a student's degree must be completed at DU).

Overall GPA – Minimum GPA required for the degree and current overall GPA.

Office of the Registrar

University Hall | 2197 S. University Blvd. | Denver, CO 80208 | 303.871.4095 | Fax 303.871.4300 | registrar@du.edu | www.du.edu/registrar

Area – Each Area reflects a specific component of a student’s degree requirements (e.g. Major(s), Minor(s), Common Curriculum, Electives). The Area summary will sometimes show the minimum required GPA and/or the minimum credits hours required for the area. The **Met** column will show a yes or a no depending on if those specific requirements have been fulfilled.

Please Note: A yes in the **Met** column does not mean that all requirements for the Area have been met. Many Areas require additional approval (e.g. Major, Minor).

Area Description – Please read carefully! The area description includes important information about area requirements.

Area Requirements																																												
		Met	Credits		Courses																																							
Area : Sociology Major			Required	Used	Required	Used																																						
Area GPA :		No	2.00	0.00																																								
Area Description																																												
NOTE: See bulletin and department for major requirements. Only grades of "C-" or above will fulfill major requirements. NOTE: Your major area will NOT show as "Met". Major requirements are finalized by your department at the time of graduation.																																												
Detail Requirements																																												
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source																														
No	MAJOR REQ							201070	SOCI	1810 Intro to Sociology	4.50	TR	T																															
								201070	SOCI	1XXX Gender Relations	4.50	TR	T																															
								201130	SOCI	2500 Schooling and Society	5.00		R																															
								201070	SOCI	2540 Social Problems	4.50	TR	T																															
<table border="0"> <tr> <td>Yes AND</td> <td>XGPA HRS</td> <td colspan="10"></td> </tr> <tr> <td colspan="11">Course Attribute Attachment Description</td> </tr> <tr> <td colspan="11">Major courses not meeting the minimum grade (if any)</td> </tr> </table>											Yes AND	XGPA HRS											Course Attribute Attachment Description											Major courses not meeting the minimum grade (if any)										
Yes AND	XGPA HRS																																											
Course Attribute Attachment Description																																												
Major courses not meeting the minimum grade (if any)																																												
Total Credits and GPA :											18.50	0.00																																
Area Requirements																																												
		Met	Credits		Courses																																							
Area : Anthropology Minor			Required	Used	Required	Used																																						
Area GPA :		Yes	2.00	3.85																																								
Area Description																																												
NOTE: See bulletin and department for minor requirements. Only grades of "C-" or above will fulfill minor requirements. NOTE: Your minor area will NOT show as "Met". Minor requirements are finalized at the time of graduation.																																												
Detail Requirements																																												
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source																														
No	MINOR REQ							201130	ANTH	2000 Pioneers of Anthropology	4.00		R																															
								201110	ANTH	2010 Cultural Anthropology	4.00	A	H																															
								201070	ANTH	2310 Fundamentals of Archaeology	4.00	A-	H																															
<table border="0"> <tr> <td>Yes AND</td> <td>XGPA HRS</td> <td colspan="10"></td> </tr> <tr> <td colspan="11">Course Attribute Attachment Description</td> </tr> <tr> <td colspan="11">Minor courses not meeting the minimum grade (if any)</td> </tr> </table>											Yes AND	XGPA HRS											Course Attribute Attachment Description											Minor courses not meeting the minimum grade (if any)										
Yes AND	XGPA HRS																																											
Course Attribute Attachment Description																																												
Minor courses not meeting the minimum grade (if any)																																												
Total Credits and GPA :											12.00	3.85																																

XGPA Hours – Courses that do not meet the minimum grade requirement (usually C-) for an Area appear here. **These courses do not count toward meeting area requirements but do count toward the area GPA and overall GPA.**

Total Credits and GPA - Lists the total credit hours earned for the area and the area GPA. The total credits include hours completed and hours in progress; Incomplete (I) hours are not included.

Please Note: A Major /Minor department may require a student to repeat a course that falls below the minimum grade requirement. Although the hours for both courses are added into the total credits, only one course can be used toward meeting degree requirements.

Office of the Registrar

Area Requirements

	Met	Credits		Courses	
		Required	Used	Required	Used
Area : Spanish Minor					
Required Institutional:	Yes	12.00	12.00	3	
Area GPA :	Yes	2.00	4.00		

Area Description

NOTE: See bulletin and department for minor requirements. Only grades of "C-" or above will fulfill minor requirements. NOTE: Your minor area will NOT show as "Met". Minor requirements are finalized at the time of graduation.

Detail Requirements

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
No	MINOR REQ							201070	SPAN	2001 Intermediate Spanish		4.00	A	H	
								201110	SPAN	2002 Intermediate Spanish		4.00	A	H	
								201130	SPAN	2003 Intermediate Spanish		4.00		R	
Yes	AND	XGPA	HRS					Course Attribute Attachment Description Minor courses not meeting the minimum grade (if any)							
								Total Credits and GPA :					12.00	4.00	

Area Requirements

	Met	Credits		Courses	
		Required	Used	Required	Used
Area : Common Curriculum - UG					

Area Description

NOTE: See the Undergraduate Bulletin or an academic adviser for Common Curriculum requirements.

Area Attached Groups

Met	Description	General Requirements Met	Detail Requirements Met
Yes	First-Year Seminar	Yes	Yes
Yes	Writing and Rhetoric	Yes	Yes
Yes	Language	Yes	Yes
No	Ways of Knowing	Yes	No
Yes	Advanced Seminar	Yes	Yes

Group Requirements

	Met	Credits		Courses	
		Required	Used	Required	Used
Group : First-Year Seminar					

Detail Requirements

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes	FSEM									FSEM		1		E

Group Requirements

	Met	Credits		Courses	
		Required	Used	Required	Used
Group : Writing and Rhetoric					

Detail Requirements

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes	WRIT							201070	WRIT	1122 English Comp I		4.50	TR	T
								201070	WRIT	1133 English Comp II		4.50	TR	T

Group Requirements

	Met	Credits		Courses	
		Required	Used	Required	Used
Group : Language					

Detail Requirements

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes	LANGUAGE							201070	SPAN	2001 Intermediate Spanish		4.00	A	H

Some courses may appear and be used in multiple areas. These courses will only count once toward overall hours and GPA.

Credits – Number of credit hours of the course taken.

Grade – Grade earned for the course.

Source – Indicates where the course is located in the student record:

H – Academic History (completed DU course)

T – Transfer Course

R – Registration (course is in-progress, for a future term, or from a past term and hasn't been graded)

E – Requirement met by Exam/Test Score

Electives – Courses not used in completing specific requirements, but which may be required for completing total degree hours, will appear in elective area(s).

Met Column - Indicates whether the requirement has been fulfilled.

Yes – The requirement has been met.

No – The requirement has not been met or requires additional approval.

Please Note: SI-Natural courses may appear under electives until all required courses have been completed.

Group Requirements															
				Met	Credits		Courses								
Group : Ways of Knowing					Required	Used	Required	Used	Required	Used					
Detail Requirements															
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
Yes		AI-NATURAL						201070	MATH	1200	Calculus	AI1	6.00	TR	T
No	AND	AI-SOCIETY						201110	ANTH	2010	Cultural Anthropology	AI2	4.00	A	H
Course Attribute Attachment Description (Complete two courses in Analytical Inquiry: Society and Culture for a minimum of 8 credit hours. Students MUST complete at least two courses in two different disciplines.)															
Yes	AND	SI-NATURAL						201070	GEOG	1201	Env. Systems: Wther & Climate		4.00	A-	H
								201110	GEOG	1202	Env. Systems: Hydrology		4.00	A	H
								201070	GEOG	1203	Intro to Earth Science		6.00	TR	T
Yes	AND	SI-SOCIETY						201070	ECON	1020	Intro to Macroeconomics	SI2	4.50	TR	T
								201070	PSYC	1001	Intro to Psychology	SI2	4.50	TR	T
Group Requirements															
				Met	Credits		Courses								
Group : Advanced Seminar					Required	Used	Required	Used	Required	Used					
Detail Requirements															
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
Yes		ASEM						201130	ASEM	2498	Community in Urban Society		4.00		R
Area Requirements															
				Met	Credits		Courses								
Area : Unrestricted Electives					Required	Used	Required	Used	Required	Used					
Area Description NOTE: See bulletin for unrestricted elective requirements. Your unrestricted electives area will NOT show as "Met".															
Detail Requirements															
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
No		ELECTIVES						201070	HIST	2200	France: The Revolution - 1900	4.00	I	H	
								201070	MATH	1XXX	College Algebra	4.50	TR	T	
								201070	PHYS	1XXX	Astronomy	4.50	TR	T	
								201110	PLSC	1000	Intro to American Politics	5.00	F	H	
Total Credits and GPA :											9.00	0.00			
Area Requirements															
				Met	Credits		Courses								
Area : Upper Division Hours					Required	Used	Required	Used	Required	Used					
Total Required :				No	75.00	37.50					9				
Area Description NOTE: You must complete a minimum of 75 hours at the 2000 or 3000-level.															
Detail Requirements															
Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
No				2000	4XXX	75.00		201130	ANTH	2000	Pioneers of Anthropology	4.00		R	
								201110	ANTH	2010	Cultural Anthropology	4.00	A	H	
								201070	ANTH	2310	Fundamentals of Archaeology	4.00	A-	H	
								201130	ASEM	2498	Community in Urban Society	4.00		R	
								201130	SOCI	2500	Schooling and Society	5.00		R	
								201070	SOCI	2540	Social Problems	4.50	TR	T	
								201070	SPAN	2001	Intermediate Spanish	4.00	A	H	
								201110	SPAN	2002	Intermediate Spanish	4.00	A	H	
								201130	SPAN	2003	Intermediate Spanish	4.00		R	
Total Credits and GPA :											37.50	3.92			

Upper Division – Some areas have an upper-division requirement. This area is a summary that lists all upper division courses. Similar areas found under other degrees include Business GPA (BSBA/BSAcc degrees) and Engineering GPA (all Engineering degrees).

Please Note: Although courses are duplicated in this area, they apply to degree requirements once only. These courses are already included in the total hours.

Office of the Registrar

In Progress Courses – Lists all courses for which a student is currently registered. Past courses that have not been completed and graded may also appear here. This section also lists the Area to which each in progress course will apply. If a course will count in more than one area, it will be listed multiple times.

In Progress Courses					
Area	Subject	Course	Title		Credits
Anthropology Minor	ANTH	2000	Pioneers of Anthropology		4.00
Common Curriculum - UG	ASEM	2498	Community in Urban Society		4.00
Sociology Major	SOCI	2500	Schooling and Society		5.00
Spanish Minor	SPAN	2003	Intermediate Spanish		4.00
Upper Division Hours	ANTH	2000	Pioneers of Anthropology		4.00
Upper Division Hours	ASEM	2498	Community in Urban Society		4.00
Upper Division Hours	SOCI	2500	Schooling and Society		5.00
Upper Division Hours	SPAN	2003	Intermediate Spanish		4.00

Courses Not Used						
Subject	Course	Title	Term	Credits	Grade	
ANTH	1910	Ancient Worlds	201110	4.00	W	
WRIT	1133	Writing and Research	201070	4.00	A-	
WRIT	1133	Writing and Research	201070	4.00	W	

Attributes Not Used						
Attribute	Subject	Course	Title	Term	Credits	Grade
A	ANTH	1910	Ancient Worlds	201110	4.00	W
A12	ANTH	1910	Ancient Worlds	201110	4.00	W

Rejected Courses					
Subject	Course	Area	Reason		Attribute
ANTH	1910	Anthropology Minor	Detail Min Grade Not Met.		
ANTH	1910	Anthropology Minor	Area Min Grade Not Met.		
ANTH	1910	Common Curriculum - UG	Area Min Grade Not Met.		
PLSC	1000	Common Curriculum - UG	Area Min Grade Not Met.		
WRIT	1133		Repeated Course.		
WRIT	1133		Repeated Course.		
HIST	2200	Upper Division Hours	Area Min Grade Not Met.		
ANTH	1910	Unrestricted Electives	Area Min Grade Not Met.		

[[Current Enrollment](#) | [Current Enrollment](#) | [Previous Evaluations](#) | [Generate New Evaluation](#)]

RELEASE: 8.4

Courses Not Used – Lists all courses not used toward degree requirements. Generally, the courses that appear here have either been dropped and have a “W” assigned or are courses that have been repeated. The grade received for each is shown but not the reason the course wasn’t used. Check the rejected courses section for a reason why a course isn’t counting.

Attributes Not Used – Similar to **Courses Not Used**. Lists courses with attributes not used toward degree requirements. Attributes are used to allow courses to move to certain requirements such as Analytical Inquiry - Society or Advanced Seminar.

Rejected Courses – Lists all courses rejected from specific areas. This section also lists the area(s) from which a course has been rejected as well as the reason.

Please Note: A course may appear here if it has been rejected from a specific area even if it is counting toward another.

Area Header Descriptions

Area Requirements		Met	Credits	Courses														
Area : International Business Major		Required	Used	Required	Used													
Total Required :		Yes	36.00	37.00	8													
Area GPA :		Yes	2.00	3.69														
Detail Requirements		Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
Yes			FIN		3410						200870	ABRE	2988	International Finance(In engl)	FIN	4.50	A-*	H
Yes	AND		INTS		1500						200710	INTS	1500	Contmp Issues Global Economy		5.00	A	H
Yes	AND		INTS		1700						200670	INTS	1700	Intro International Politics		5.00	A-	H
Yes	AND		INTS		2370						200830	INTS	2370	Global Political Economy		5.00	A-	H
Yes	AND		LGST		3700						200810	LGST	3700	International Business Law		4.00	B	H
Yes	AND		MGMT		2420						200910	MGMT	2420	International Management		4.00	A	H
Yes	AND		MKTG		3630						200870	ABRE	2988	International Marketing(In eng)	MKTG	4.50	B*	H
Yes	AND		ECON REQ								200910	ECON	2610	International Economics		5.00	A-	H
Yes	AND		GPA HRS															
Course Attribute Attachment Description																		
Major courses not meeting the minimum grade (if any)																		
Total Credits and GPA : 37.00 3.69																		

1. **Met:** Indicates whether a specific requirement has been met.
2. **Condition:** Will appear as “AND” or “OR”, indicating whether a student must complete a specific requirement or has a choice of requirements. Typically not relevant for user.
3. **Rule:** Indicates a requirement that has several choices or components.
4. **Subject:** The subject code for the course requirement. If a rule has been used, the rule description will appear here.
5. **Attribute:** Not used.
6. **Low:** The lowest course number that would fulfill the requirement.
7. **High:** The highest course number that would fulfill the requirement.
8. **Required Credits:** Indicates the number of credits needed for a requirement (not used in most areas).
9. **Required Courses:** Indicates the number of courses needed for a requirement (not used).
10. **Term:** Term in which the course was taken. The format is a four digit year followed by a two digit code for the term (e.g. 200870). The term codes are: **10** (winter quarter), **25** (spring interterm), **30** (spring quarter), **45** (summer interterm), **50** (summer quarter), **65** (fall interterm), **70** (fall quarter), and **85** (winter interterm). The term codes for the Sturm College of Law are: **20** (spring semester), **40** (summer semester), and **60** (fall semester).
11. **Subject:** Subject code of the course taken.
12. **Course:** Course number of the course taken.
13. **Title:** Title of the course taken.
14. **Attribute:** A course characteristic that allows for fulfillment of a requirement (e.g. A – AHUM or ASEM – Advanced Seminar).
15. **Credits:** Number of credit hours of the course taken.
16. **Grade:** Grade earned for the course. Grades appearing with an asterisk (e.g. B*, C*) are associated with study abroad courses and do not count toward the GPA.
17. **Source:** Indicates where the course is located in the student record: **H** – Academic History (completed DU course); **T** – Transfer Course; **R** – Registration (course is currently in-progress, registered for a future term, or from a past term and hasn't been graded); **E** – Requirement met by Exam/Test Score.

Office of the Registrar

Substitutions and Waivers

Course Substitution – This occurs when it is determined that a specific course or requirement can be fulfilled using a different approved course. Students may, with approval, substitute required courses with transfer credit or alternate DU courses.

Course Waiver – This occurs when it is determined that a student does not have to complete a specific course or requirement based on test score or prior experience. The student is not granted credit for the requirement; the requirement is simply waived. The student must still meet minimum credit hour requirements as outlined for their degree.

Substitution/waiver approval forms are generally processed within two weeks of receipt of the request. **Some requests involving “in progress” courses may need to be held until the quarter has ended and a passing grade has been assigned.** Students should review their degree audit via [PioneerWeb](#) to verify that a request has been processed.

- **Requesting a Substitution/Waiver**

The “Undergraduate Course Substitution or Waiver Approval Form” is available online at <http://www.du.edu/registrar/forms/coursesubstitution.pdf>. The form may be submitted through campus mail or by email (from a DU email account). Forms submitted via email will not be accepted if sent from a student’s email account. Requests should be sent to the Office of the Registrar, registrar@du.edu, 303.871.4095, fax: 303.871.4300.

- **How Will the Substitution/Waiver Appear on the Degree Audit?**

- **Transfer course as substitute:** Transfer courses will generally appear with the course number of the equivalent DU course but will retain the transfer course title. If the transfer course is major or minor area as an area elective, it will have the subject code of the area and general transfer course code that reflects the level of the course (e.g. ENGL 1XXX, FIN 2XXX).
- **DU course as substitute:** A DU course that is substituted for another course will retain its own course number and title. It will simply occupy the place of the required course. If an attribute was used to move the course, it will appear in the attribute column.
- **Waiver:** For most waived courses the course number will appear on the degree audit with “***Waiver***” appearing under the course title. No credits will be assigned but, in most cases, the requirement will show as met. **Please Note:** *In cases where the waived course is part of rule (includes multiple courses and a specific amount of credit hours), the requirement may not show as met. This can be adjusted by sending a memo or email to the Office of the Registrar.*
Requirements waived by a test score (e.g. First-Year Seminar requirement) will show as met with a code of “E” appearing under the source code column.

"What-If" Analysis

Students may choose to run a degree audit using a "What-if" analysis. The *What-If* analysis allows a student run a degree audit for any degree and major. If an undergraduate student’s current major is History, the *What-If* option can help them determine how their current courses would apply if they changed to a French major. Graduate students considering a change of program can run a degree audit to view course requirements for another program.

Please note: Undergraduate majors must be officially 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.

Student instructions for printing a "What-If" analysis:

1. Log in to [PioneerWeb](#) using your DU ID number and password.
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.

Office of the Registrar

University Hall | 2197 S. University Blvd. | Denver, CO 80208 | 303.871.4095 | Fax 303.871.4300 | registrar@du.edu | www.du.edu/registrar

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.

Office of the Registrar