Understanding Your Degree Audit

*Please note: This version of the degree audit will sunset and will no longer be available after July 1, 2022. Please begin using the new degree audit as soon as possible. More information can be found at https://www.du.edu/registrar/programs/apr.html.

The Degree Audit is a record of your progress toward completing your degree requirements. The Degree Audit is intended only as an advising tool; it is not a transcript.

Interpreting Your 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 your majors are offered by different colleges (e.g. Psychology/Social Sciences, History/Arts and Humanities), your majors will appear on separate degree audits. If your majors belong to the same college (e.g. Management, Finance), both majors will appear on the same degree audit.

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<table>
<thead>
<tr>
<th>Degree Evaluation Report</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Info</td>
<td>Alumni</td>
<td>Student</td>
<td>Faculty</td>
</tr>
</tbody>
</table>

**Information for John Student**

**Program Description**

- **Program:** Bachelor of Arts-Natural Sci
- **College:** Natural Sciences & Mathematics
- **Expected Graduation Date:** Aug 15, 2020
- **Catalog Term:** Autumn Quarter 2016
- **Evaluation Term:** Spring Semester 2018
- **Degree:** Bachelor of Arts
- **Request Number:** 25
- **Level:** Undergraduate
- **Results as of:** Apr 06, 2018
- **Majors:** Geography, Minor(s): Geography & the Environment

**Overall Degree Requirements**

<table>
<thead>
<tr>
<th>Overall Degree Requirements</th>
<th>Met</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Required</td>
<td>No</td>
<td>83.00</td>
</tr>
<tr>
<td>Required Institutional</td>
<td>Yes</td>
<td>63.00</td>
</tr>
<tr>
<td>Overall GPA</td>
<td>Yes</td>
<td>3.87</td>
</tr>
</tbody>
</table>

**Important Information**

The Degree Audit is an advising guide for meeting degree requirements. NOT an official transcript. Questions regarding the degree audit should be directed to the appropriate academic advisor. 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: Credits for repeated courses count in the GPA; however, repeated courses do not count toward degree hours and will not count toward satisfactory progress.

**Overall Degree Requirements** – 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 your degree must be completed at DU).
- **Overall GPA** – Minimum GPA required for the degree and current overall GPA.
**Area** – Each Area reflects a specific component of your 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.

<table>
<thead>
<tr>
<th>Geography Major</th>
<th>Met</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Required</td>
<td>No</td>
<td>45.00</td>
</tr>
<tr>
<td>Required Institutional</td>
<td>Yes</td>
<td>13.00</td>
</tr>
<tr>
<td>Area GPA</td>
<td>Yes</td>
<td>2.00</td>
</tr>
</tbody>
</table>

**Crses Not Meeting Requirements** – Courses that do not meet the minimum grade requirement (usually C-) or course level requirement for an Area appear here. These courses do not count toward meeting area requirements but do count toward the area GPA and overall GPA.

**Please Note:** Your Major/Minor department may require you to repeat a course that falls below the minimum grade requirement

**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.

**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.
<table>
<thead>
<tr>
<th>Course</th>
<th>Term</th>
<th>Title</th>
<th>Credits</th>
<th>Grade</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 1410</td>
<td>Winter Quarter 2018</td>
<td>People, Places &amp; Landscapes</td>
<td>4.00</td>
<td>R</td>
<td>H</td>
</tr>
<tr>
<td>GEOG 2000</td>
<td>Winter Quarter 2018</td>
<td>Geographic Statistics</td>
<td>4.00</td>
<td>R</td>
<td>H</td>
</tr>
<tr>
<td>GEOG 2020</td>
<td>Winter Quarter 2018</td>
<td>Computer Cartography</td>
<td>4.00</td>
<td>R</td>
<td>H</td>
</tr>
<tr>
<td>GEOG 2100</td>
<td>Autumn Quarter 2016</td>
<td>Global Environmental Change I</td>
<td>4.00</td>
<td>A-</td>
<td>H</td>
</tr>
<tr>
<td>GEOG 2100</td>
<td>Winter Quarter 2017</td>
<td>Global Environmental Change II</td>
<td>4.00</td>
<td>A</td>
<td>H</td>
</tr>
<tr>
<td>GEOG 2100</td>
<td>Spring Quarter 2017</td>
<td>Global Environmental Change III</td>
<td>4.00</td>
<td>A</td>
<td>H</td>
</tr>
</tbody>
</table>

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).

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

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**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.

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**Upper Division Hours**

<table>
<thead>
<tr>
<th>Met Requirements</th>
<th>Term</th>
<th>Fulfilled By</th>
<th>Title</th>
<th>Atr</th>
<th>Credits</th>
<th>Grade</th>
<th>Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>Unrestricted Electives</td>
<td>Spring Quarter 2017</td>
<td>HNRS 2400 Honors Seminar</td>
<td>2.00</td>
<td>A</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Winter Quarter 2017</td>
<td>PHIL 2260 Perception and Reality</td>
<td>4.00</td>
<td>A</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Winter Quarter 2018</td>
<td>SOCI 1810 Understanding Social Life</td>
<td>4.00</td>
<td>R</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Autumn Quarter 2017</td>
<td>SOCI 2250 Criminology</td>
<td>4.00</td>
<td>A</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Autumn Quarter 2016</td>
<td>SPAN 1001 Beginning Spanish</td>
<td>4.00</td>
<td>A</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Winter Quarter 2017</td>
<td>SPAN 1002 Beginning Spanish</td>
<td>4.00</td>
<td>B+</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>22.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Credits:** 22.00  **GPA:** 3.84

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**In Progress Courses** – Lists all courses for which you are 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.
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.

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

"What-If" Analysis

You may choose to run a degree audit using a "What-if" analysis. The What-If analysis allows you to run a degree audit for any degree and major. Undergraduate students, if your current major is History, the What-If option can help you determine how your current courses would apply if you changed your major to French. Graduate students considering a change of program can run a degree audit to view course requirements for another program.
Viewing/Printing Your Degree Audit

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). **Note:** These instructions are based on Internet Explorer. Other browsers may require a different process for printing and changing text size.

**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.

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.
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.