# Understanding your NSU DegreeWorks Worksheet (Program Evaluation)…….2020

Worksheets (sometimes called program evaluations or degree audits) may be accessed via Degree Works which pulls data from Self-Service BANNER (SSB).  BANNER is the official student record system.  Students first enrolled as degree seeking at NSU in Summer or Fall 2020 or returning to NSU after a year absence will be entering NSU under the 2020 catalog requirements.  Final revisions to go with the 2020 catalog are entered during the summer and fall 2020.  To be sure you are looking at the most current version, you should click on the Process Now button on your audit. Please note that some older credit may not appear in the worksheets.

At present, your worksheet reflects whatever program you indicated on your admissions application, unless you updated it with your advisor during the registration process or by submitting a Program Declaration or Change form. Worksheets may be customized with additional majors and minors.  If you are doing multiple majors under the same degree, they will all be on the same worksheet.  If you are doing multiple degrees or certificates, they will be on separate worksheets. Worksheets are essential when planning registrations for future terms as they show what requirements are still needed.  It is also important to check them after registering to make sure the courses you have registered for will apply where expected.
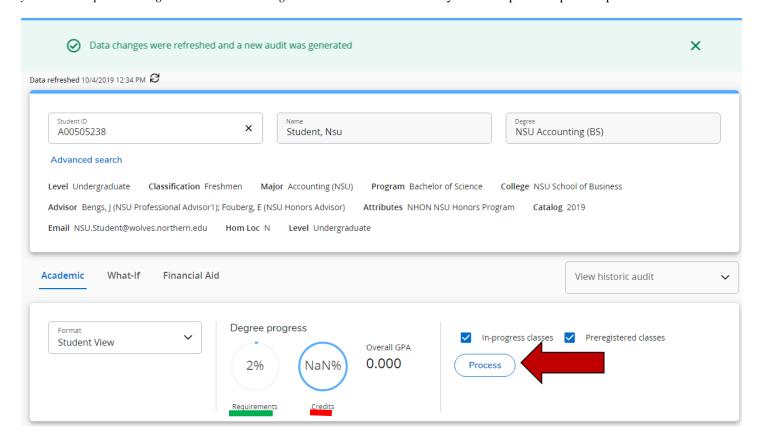
Attached is an annotated worksheet to help you identify key elements of the document. If you need help understanding the worksheet, be sure to ask at registration or contact the Registrar's Office at 626-2012 or schedule an appointment during the school year.  Your academic advisor can also help you with this document.

REGISTRATION HINTS

1. Students who place in pre general education courses (ENGL 033, MATH 021, MATH 095, MATH 101, READ 041) should take them during their first year.  This is important for general academic preparedness. The tuition rate is slightly higher for courses numbered 0 to 099 (developmental courses) to cover the individualized help that is a part of these courses.  Failure to complete the pre-gen ed courses in your first 42 attempted credits will result in registration restrictions and loss of financial aid.  Any developmental course (a course with a number lower than 100) does not count toward graduation, but must be taken to advance to higher level courses if placement tests indicate they are needed.  These courses do count toward calculating full-time status for financial aid and insurance coverage, and if taken as a first year-freshmen, they will also count toward athletic eligibility credit the first year.

2. Please make sure to follow prerequisite requirements.  You will not be able to override prerequisites when registering via SSB.

The sample worksheet that follows shows an imaginary student named NSU Student.

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The top of your worksheet will include some general information about you and your program, including your major, catalog year and advisor(s). The Degree Progress feature will estimate how much of your program has been completed. *Please note that having 100% of your* <u>*Credits*</u> *completed only means that you have completed the minimum number of credits (120 for most programs) to earn that degree. This does NOT mean that you are finished – you must also complete all of the specific program* <u>*Requirements*</u> *to graduate. Likewise, as most programs allow for general electives, just b/c you have completed 100% of your* <u>*Requirements*</u>*, this does not mean you have completed enough* <u>*Credits*</u> *to earn a degree.* Note the Process button you should press to update requirements.



If you have more than one active program, the Degree block will have an arrow which you can use to select the program you want to look at.

The next section (block) shows the overall requirements for your program:

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Diagnostics    Student data    Save audit                                                                                    Collapse all ⌃

## NSU BS in Accounting    INCOMPLETE

Credits Applied: 0    Catalog Year: 2019-2020    GPA: 0.000

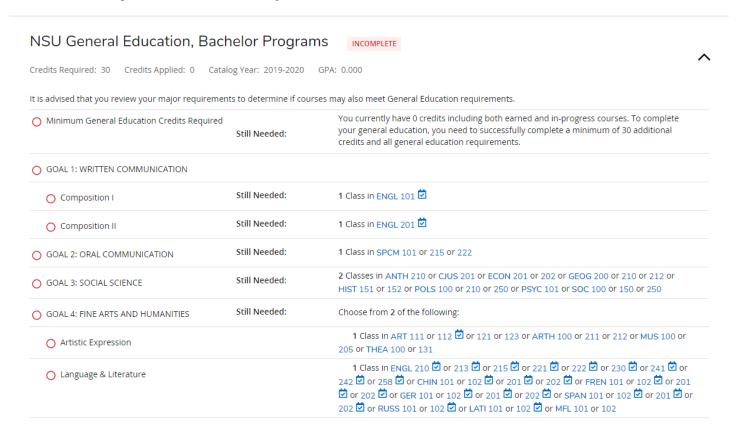| ○ Minimum Credits Earned from NSU | Still Needed: | You currently have 0 credits. You still need a minimum of 30 additional credits. |
| ○ 15 of Last 30 Credits Earned from NSU | Still Needed: | You currently have 0 credits. You still need a minimum of 15 additional credits. |
| ○ Minimum Upper Level Credits Required | Still Needed: | You currently have 0 credits. You still need a minimum of 36 additional credits. |
| ○ A minimum GPA of 2.0 is required. | Still Needed: | When your first term is graded, your overall GPA will be calculated. If your overall GPA falls below 2.0 it is important to see an advisor to make plans for raising your GPA. |
| ○ A minimum GPA of 2.0 is required. | Still Needed: | When your first term is graded, your overall GPA will be calculated. If your overall GPA falls below 2.0 it is important to see an advisor to make plans for raising your GPA. |
| ○ General Education Requirements | Still Needed: | See NSU General Education, Bachelor Programs section |
| ○ Additional Program Requirements | Still Needed: | See NSU Additional Program Requirements section |
| ○ Major Requirements | Still Needed: | See NSU Major in Accounting section |
| ⊘ In Honoribus Tracking | | |

The next block will be your General Education requirements.  It will show the courses that will fulfill each requirement, when there is a choice.  When complete, the choices will no longer show:

## NSU General Education, Bachelor Programs    INCOMPLETE

Credits Required: 30    Credits Applied: 0    Catalog Year: 2019-2020    GPA: 0.000

It is advised that you review your major requirements to determine if courses may also meet General Education requirements.

| ○ Minimum General Education Credits Required | Still Needed: | You currently have 0 credits including both earned and in-progress courses. To complete your general education, you need to successfully complete a minimum of 30 additional credits and all general education requirements. |
| ○ GOAL 1: WRITTEN COMMUNICATION | | |
| ○ Composition I | Still Needed: | 1 Class in ENGL 101 ☑ |
| ○ Composition II | Still Needed: | 1 Class in ENGL 201 ☑ |
| ○ GOAL 2: ORAL COMMUNICATION | Still Needed: | 1 Class in SPCM 101 or 215 or 222 |
| ○ GOAL 3: SOCIAL SCIENCE | Still Needed: | 2 Classes in ANTH 210 or CJUS 201 or ECON 201 or 202 or GEOG 200 or 210 or 212 or HIST 151 or 152 or POLS 100 or 210 or 250 or PSYC 101 or SOC 100 or 150 or 250 |
| ○ GOAL 4: FINE ARTS AND HUMANITIES | Still Needed: | Choose from 2 of the following: |
| ○ Artistic Expression | | 1 Class in ART 111 or 112 ☑ or 121 or 123 or ARTH 100 or 211 or 212 or MUS 100 or 205 or THEA 100 or 131 |
| ○ Language & Literature | | 1 Class in ENGL 210 ☑ or 213 ☑ or 215 ☑ or 221 ☑ or 222 ☑ or 230 ☑ or 241 ☑ or 242 ☑ or 258 ☑ or CHIN 101 or 102 ☑ or 201 ☑ or 202 ☑ or FREN 101 or 102 ☑ or 201 ☑ or 202 ☑ or GER 101 or 102 ☑ or 201 ☑ or 202 ☑ or SPAN 101 or 102 ☑ or 201 ☑ or 202 ☑ or RUSS 101 or 102 ☑ or LATI 101 or 102 ☑ or MFL 101 or 102 |

The NSU Additional Program block includes courses specific to the degree:

## NSU Additional Program Requirements  INCOMPLETE

Credits Required: 9   Credits Applied: 0   Catalog Year: 2019-2020   GPA: 0.000

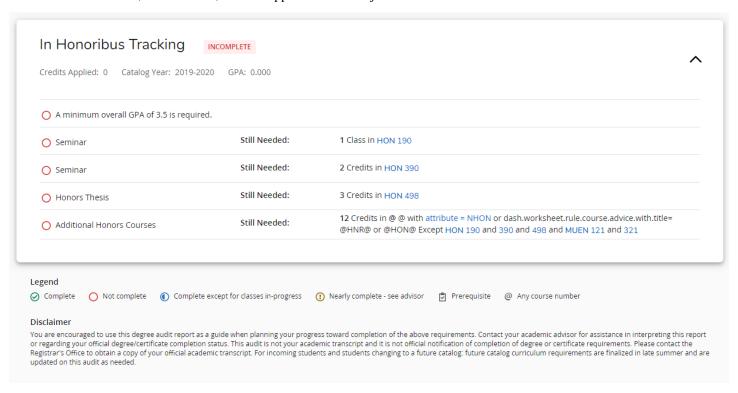| | | |
|---|---|---|
| ○ Minimum Credits Required | Still Needed: | You currently have 0 credits including both earned and in-progress courses. To complete these requirements, you need to successfully complete a minimum of 9 additional credits and all associated requirements. |
| ○ QUANTITATIVE | Still Needed: | 1 Class in BADM 220 ☑ or BIOL 345 ☑ or ECON 220 ☑ or MATH 381 ☑ or PSYC 371 ☑ or SOC 209 ☑ |
| ○ MATH, ECONOMICS, OR NATURAL SCIENCE | Still Needed: | 3 Credits in BIOL 101 or 101L or 151 or 151L or 153 or 153L or 211 or 211L or 235 or 235L or CHEM 106 ☑ or 106L or 112 ☑ or 112L or 114 ☑ or 114L ☑ or ECON 423 ☑ or GEOG 131 or 131L or 132 or 132L or GEOL 101 or 101L or MATH 1@ or 2@ or 3@ or 4@ or PHYS 101 or 101L or 111 ☑ or 111L or 113 ☑ or 113L or 211 ☑ or 211L or 213 ☑ or 213L Except MATH 101 ☑ and 101L and 100T and 114 ☑ and 103 ☑ and 104 ☑ and 115 ☑ |
| ○ HUMAN VALUES | Still Needed: | 1 Class in ARTH 250 or BADM 457 or EDFN 475 or PHIL 100 or 270 or POLS 206 |

The Major Block defines requirements specific to the major:

## NSU Major in Accounting  INCOMPLETE

Credits Required: 74   Credits Applied: 0   Catalog Year: 2019-2020   GPA: 0.000

**Unmet conditions for this set of requirements:**       Your GPA is 0.000; a GPA of 2.0 is required.
A Major GPA of 2.0 is required. Your GPA in these classes is 0.000.

| | | |
|---|---|---|
| ○ Minimum Major Credits Required | Still Needed: | You currently have 0 credits including both earned and in-progress courses. To complete your major, you need to successfully complete a minimum of 74 additional credits and all major requirements. |
| ○ Minimum Major Credits Earned from NSU | Still Needed: | You currently have 0 credits. You still need a minimum of 30 additional credits. |
| ○ Business Core Requirements | Still Needed: | See NSU Business Core section |
| ○ Intermediate Accounting I | Still Needed: | 1 Class in ACCT 310 ☑ |
| ○ Intermediate Accounting II | Still Needed: | 1 Class in ACCT 311 ☑ |
| ○ Cost Accounting | Still Needed: | 1 Class in ACCT 320 ☑ |
| ○ Income Tax Accounting | Still Needed: | 1 Class in ACCT 430 ☑ |
| ○ Auditing | Still Needed: | 1 Class in ACCT 450 ☑ |
| ○ Non-Profit Accounting | Still Needed: | 1 Class in ACCT 470 ☑ |
| ○ Advanced Accounting | Still Needed: | 1 Class in ACCT 480 ☑ |

The Business Core block includes courses that are the same across all of the School of Business majors. Other programs may have a Core block as well if there are sevearl requirements that are the same for all majors (such as Education). If all requirements are specific to just your major, you will not have this additional block.

## NSU Business Core   INCOMPLETE

Credits Required: 47    Credits Applied: 0    Catalog Year: 2019-2020    GPA: 0.000

| | | |
|---|---|---|
| ○ Minimum Credits Required | Still Needed: | You currently have 0 credits including both earned and in-progress courses. To complete this set of requirements, you need to successfully complete a minimum of 47 additional credits and all associated requirements. |
| ○ Principles of Accounting I | Still Needed: | 1 Class in ACCT 210 |
| ○ Principles of Accounting II | Still Needed: | 1 Class in ACCT 211 ☑ |
| ○ Survey of Business | Still Needed: | 1 Class in BADM 101 |
| ○ Business Statistics | Still Needed: | 1 Class in BADM 220 ☑ |
| ○ Business Communications | Still Needed: | 1 Class in BADM 244 ☑ |
| ○ Career Planning | Still Needed: | 1 Class in BADM 284 |
| ○ Business Finance | Still Needed: | 1 Class in BADM 310 ☑ |
| ○ Legal Environment of Business | Still Needed: | 1 Class in BADM 350 |
| ○ Organization and Management | Still Needed: | 1 Class in BADM 360 |
| ○ Marketing | Still Needed: | 1 Class in BADM 370 ☑ |

Other blocks for Minors, In Honoribus, etc. will appear after the major blocks:

## In Honoribus Tracking   INCOMPLETE

Credits Applied: 0    Catalog Year: 2019-2020    GPA: 0.000

| | | |
|---|---|---|
| ○ A minimum overall GPA of 3.5 is required. | | |
| ○ Seminar | Still Needed: | 1 Class in HON 190 |
| ○ Seminar | Still Needed: | 2 Credits in HON 390 |
| ○ Honors Thesis | Still Needed: | 3 Credits in HON 498 |
| ○ Additional Honors Courses | Still Needed: | 12 Credits in @ @ with attribute = NHON or dash.worksheet.rule.course.advice.with.title= @HNR@ or @HON@ Except HON 190 and 390 and 498 and MUEN 121 and 321 |

**Legend**

⊘ Complete    ○ Not complete    ◖ Complete except for classes in-progress    ⓘ Nearly complete - see advisor    🗒 Prerequisite    @ Any course number

**Disclaimer**
You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. Contact your academic advisor for assistance in interpreting this report or regarding your official degree/certificate completion status. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office to obtain a copy of your official academic transcript. For incoming students and students changing to a future catalog: future catalog curriculum requirements are finalized in late summer and are updated on this audit as needed.

The Legend at the end will explain the meaning of different symbols used throughout the worksheet. Students should always review their program ealuation after registering to be sure courses apply where they thought they would and to avoid errors like repeating classes that have already been taken.

If you have 0 credit courses they will appear in a block near the end titled Over the Limit.

Other earned credits that are not applying toward specific program requriements will appear in a block entitled Fallthrough.

There will also be a block called In Progress, which will list the classes you are currently registered for but haven't yet completed.

When visiting your advisor, ask them to refresh and run the update Process to be sure your worksheet is up to date.


Updated 06/17/20, PJH