u.achieve[®] Degree Audit

A tutorial for Michigan Tech Undergraduate Students



What is the u.achieve® interactive degree audit?

The u.achieve® interactive audit is the official report that displays your progress toward meeting the requirements of a degree.

The audit provides key information:

- Completed courses
- Registered courses
- How the courses fit into your degree schedule
- How the courses would fit into a different degree if you are thinking about a change
- Grades and GPA
- Remaining course requirements



What is the u.achieve® interactive degree audit?

Keep in mind....

- u.achieve® is a tool you and your advisor will use when meeting
- to facilitate awarding of your degree, your advisor will finalize your audit once degree requirements are met
- students are encouraged to run their degree audit after registration to verify course placement and ensure requirements are met
- your degree audit must be complete and finalized before your degree can be awarded



Getting Started

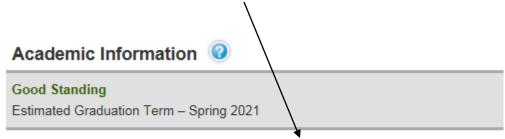
Access u.achieve® through MyMichiganTech

MyM	IichiganTech
ISO Passv	vord efore logging me into other sites.
LOGIN	About MyMichiganTech Forgot your password?



Once you are signed in ... run your degree audit

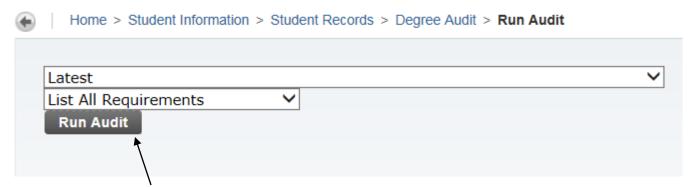
- Select the Current Students tab
- Locate Academic Information



View Grades | Academic Standing | Undergraduate Degree Audit | Transcript | Graduate Academic Information



Degree Audit



Click "run audit" to view your *current* degree program.

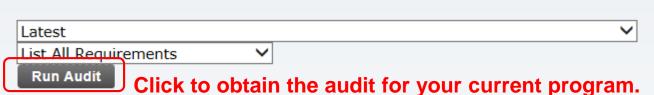
Please note: the audit may take several minutes to load...please wait



Degree Audit



Home > Student Information > Student Records > Degree Audit > Run Audit



Do not use the drop down menu. Selecting a program from

the drop down menu allows you to view course placement for a different degree program. This is a useful tool if you're thinking about changing majors.

Degree Audit



Please note: the audit may take several minutes to load...please wait



Curriculum information and audit results will be displayed.

Degree Audit



Home > Degree Audit

Click on a program to view audit results

Degree Audit Results

Bachelor of Science in Electrical Engineering Certificate in Electric Power Engineering

Primary Program Advisor

Donahue, Judy M. jmdonahu@mtu.edu

Expected Graduation Term

Fall 2017

Major Information as of Fall 2016

Primary Program

Secondary Program

Level Undergraduate Level Undergraduate

College College of Engineering College College of Engineering

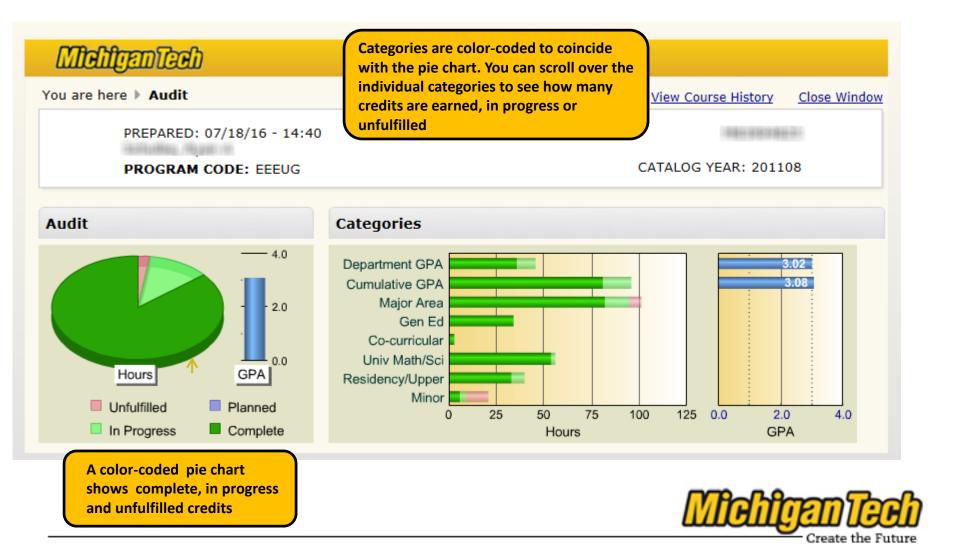
Major Electrical Engineering Major Electric Power Engineering

Catalog Term Fall 2011 Catalog Term Fall 2015

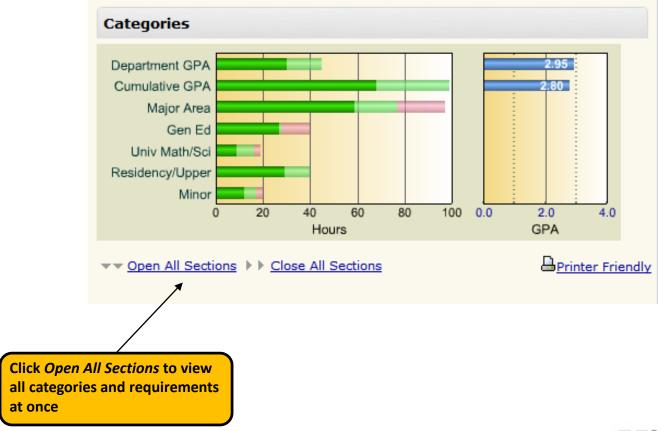
Minor French Catalog Term Fall 2015



At the top of each audit is personal information and graphics to help guide you through the audit.



Display all categories and requirements at once. (Recommended)





Example:

All requirement areas will remain closed until you open them.

Closed

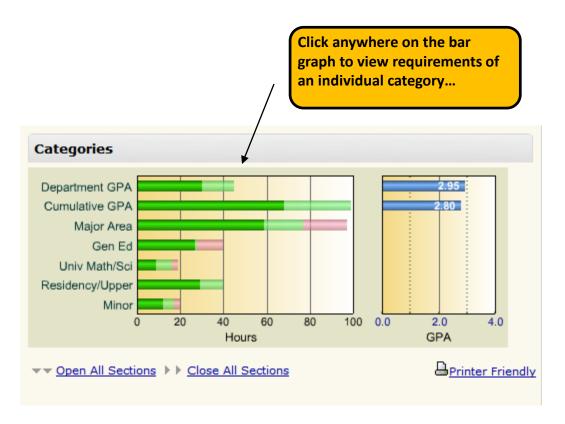
Open

Open All Sections Close All Sections Printer Friendly AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED **→** × Business Administration - Marketing Requirements: -> Complete Required Courses -> Complete Lab Science -> Complete Concentration -> Complete Free Electives Maior Requirements - 53-56 credits Note: Additional free elective credits may be required to meet overall degree credit requirement depending on the number of credits taken in the major and/or concentration area(s). Science Requirement - 3 credits Marketing Concentration Concentration Requirements - 18 credits Free Elective Requirement - 23-26 credits Note: Additional free elective credits may be required to meet overall degree credit requirement depending on the number of credits taken in the major and/or concentration area(s).

AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED Business Administration - Marketing Requirements: -> Complete Required Courses -> Complete Lab Science -> Complete Concentration -> Complete Free Electives Major Requirements - 53-56 credits Note: Additional free elective credits may be required to meet overall degree credit requirement depending on the number of credits taken in the major and/or concentration area(s). Earned 39.0 credits 0 sub-reas IN-PROCESS: 6.0 credits Needs: 1 sub-rea IP- 1) Required Courses - 53 credits 39.0 credits added 12 Sets Completed IN-P ---> 6.0 credits Fa07 BA 1200 3.0 TR IS/IT Fundamentals Fa09 BA 2110 3.0 RGIP Quantitative Problem Solving Fa07 BA 2330 3.0 B Accounting I Sp08 BA 2340 3.0 B Accounting II Fa07 BA 2500 Business Law I 3.0 AB Business Problem Solving Fa07 BA 2700 Sp09 BA 3200 3.0 BC IS/IT Management 3.0 RGIP Principles of Finance Sp10 BA 3400 3.0 AB Organizational Behavior Sp08 BA 3700 Su08 BA 3800 3.0 B Principles of Marketing Fa08 EC 2001 3.0 C Principles of Economics

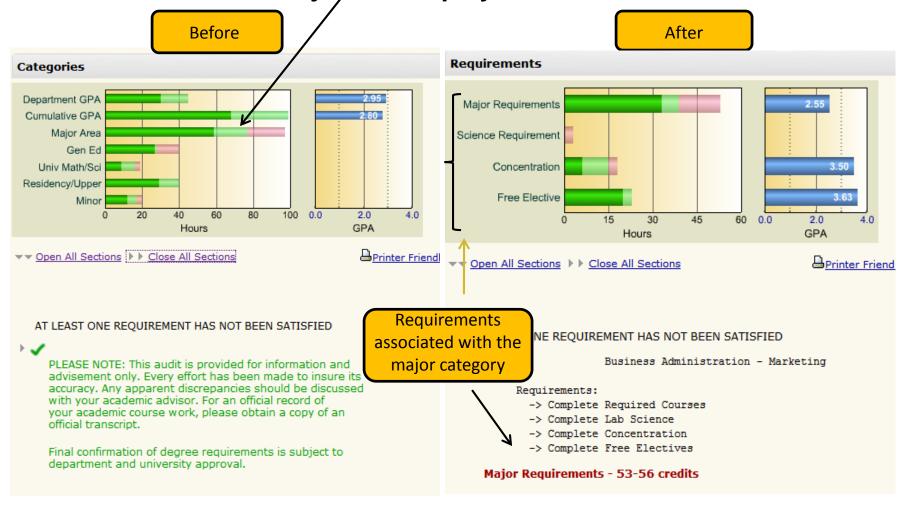


Or..... Display one category at a time. (Alternative)



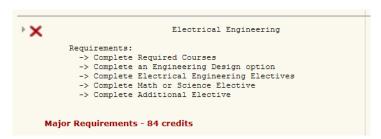


Example: By clicking on the Major Area category, requirements associated with the major will display.



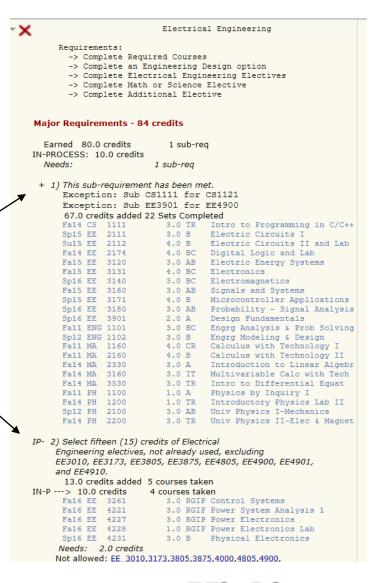


Understanding Sub-requirements



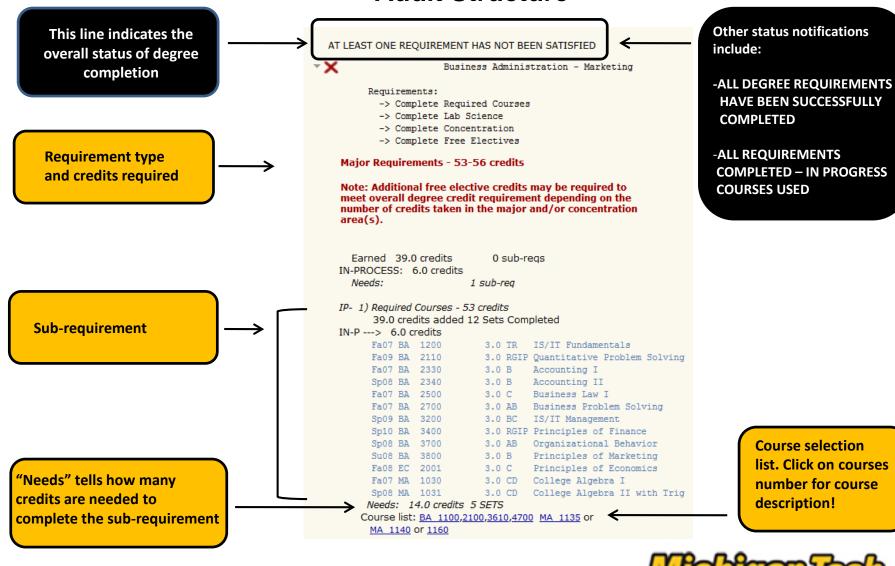
This example has two sub-requirements.

Once a requirement is opened, it will list all the sub-requirements within that requirement. including course options, courses taken, courses in progress, credits earned, courses yet to be completed.





Audit Structure



Marketing Concentration Concentration Requirements - 18 credits Earned 15.0 credits 1 sub-req IN-PROCESS: 9.0 credits Let's break this requirement 1 sub-req Needs: into three sections: IP- 1) Required Courses - 9 credits 6.0 credits added 2 courses taken **Concentration Requirement** IN-P ---> 6.0 credits 2 courses taken Sp10 BA 3620 3.0 RGIP Project Management **Sub-requirement 1** Sp10 BA 4860 3.0 RGIP Buyer Behavior and E-Commerce Needs: 3.0 credits Course list: BA 4800 **Sub-requirement 2** IP+ 2) This sub-requirement has been met. 9.0 credits added 3 courses taken IN-P ---> 3.0 credits 1 course taken 3.0 RGIP Entrepreneurship Fa09 BA 3780 Su08 BA 3900 3.0 A Business Internship Sales and Sales Management 3.0 B Sp09 BA 4880

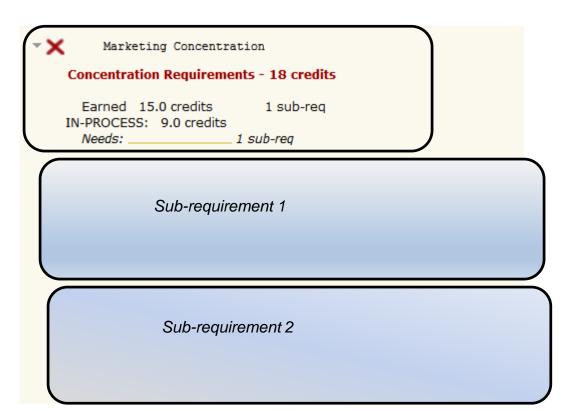


The red X means there are unmet subrequirements in this area.

The Marketing Concentration is looking for 18 credits within 2 sub-requirements.

15 credits are earned, 9 of those are inprogress.

The student still needs to complete 3 credits in one sub-requirement.





Sub-requirement 1 is incomplete.

9 credits are required, six are inprogress. This student still needs three credits before the area will be complete.

Note: the course needed is listed as BA4800. This is a required course.

Concentration Requirement

IP- 1) Required Courses - 9 credits

6.0 credits added 2 courses taken IN-P ---> 6.0 credits 2 courses taken

Sp10 BA 3620 3.0 RGIP Project Management

Sp10 BA 3620 3.0 RGIP Project Management
Sp10 BA 4860 3.0 RGIP Buyer Behavior and E-Commerce

Needs: 3.0 credits
Course list: BA 4800

Sub-requirement 2



Sub-requirement 2 is complete with in-progress courses (note the plus sign).

9 credits are required, six are taken and have a grade, three are inprogress.

This requirement is considered complete, however the student must pass the course or the area will go incomplete.

Concentration Requirement

Sub-requirement 1

IP+ 2) This sub-requirement has been met. 9.0 credits added 3 courses taken

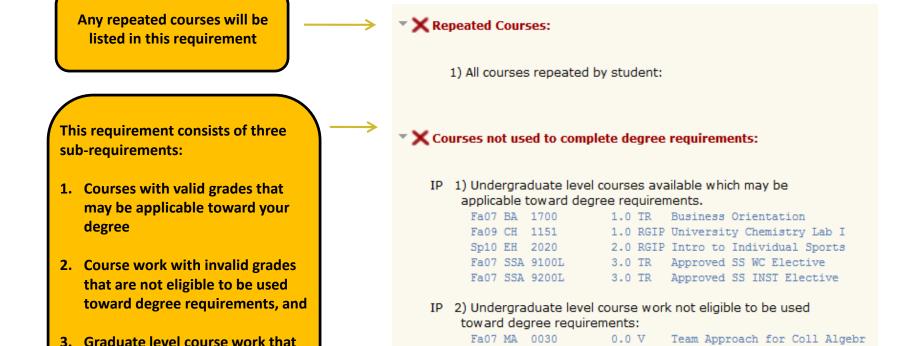
IN-P ---> 3.0 credits 1 course taken

Fa09 BA 3780 3.0 RGIP Entrepreneurship Su08 BA 3900 3.0 A Business Internship

Sp09 BA 4880 3.0 B Sales and Sales Management



There are two requirements near the bottom of your audit that will always be 'incomplete' because there is no limit to the course work accepted within the requirements.



has been applied to a graduate

level transcript.

Sp08 MA 0031

Sp09 MA 1135

Fa09 CH 0100

0.0 V

4.0 F

3) Graduate level courses taken by student that have been

applied to a graduate level transcript.



Team Approach for Col Alg II

Calculus for Life Sciences

0.0 RGIP Chemistry Coaching

A red 'X' means the requirement is incomplete

A hollow green 'check'
means the requirement is
complete using in-progress
course work

A solid green 'check' means the requirement is complete with completed course work X General Education Upper Division Requirement

Earned 3.0 credits 0 sub-reqs
Needs: 1 sub-req

 1) General Education - Upper Division Requirement. Nine (9) credits of 3000 level or higher courses must be completed.

3.0 credits added 1 course taken

Su08 EH 4010 3.0 A Sports Psychology

Needs: 6.0 credits
Course list: ****

Co-curricular Course Requirement - 3 credits

Note: Co-curricular courses are required for graduation, but not included in the calculation of gpa's or credit requirements for degrees.

IP Earned 3.0 credits IN-PROCESS: 1.0 credit

* 1) Fa07 PE 0105 0.5 S Beginning Bowling Sp08 PE 0117 0.5 S Beginning Hockey Sp08 PE 0148 0.5 S Beginning Skating Fa08 PE 0217 0.5 S Intermediate Hockey Fa09 PE 2150 1.0 RGIP Cross Training

Free Elective Requirement - 23-26 credits

Note: Additional free elective credits may be required to meet overall degree credit requirement depending on the number of credits taken in the major and/or concentration area(s).

▼ ✓ University General Education Math Requirement

Earned 6.0 credits 1 sub-req

+ 1) This sub-requirement has been met.

A minimum of four (4) credits of any MA or MAT course at the 1000 level or above is required.

6.0 credits added 2 courses taken

Fa07 MA 1030 3.0 CD College Algebra I Sp08 MA 1031 3.0 CD College Algebra II with Trig An RGIP grade means the course is "registered, inprogress"



Medicanted

You are here ▶ Audit

PREPARED: 11/15/09 - 17:54

PROGRAM CODE: BBAAUG

View Course History for a complete list of your course work including in-progress courses

View Course History Close Window

CATALOG YEAR: 200708



A summary of your credit hours by term is displayed in chart form

Course Summary									
All Cou	ırses ▼		Subn	nit Printer Friendly					
Term	Course	Hours	<u>Grade</u>	<u>Title</u>					
Fa07	BA 1200	3.0	TR	IS/IT Fundamentals					
Fa07	BA 1700	1.0	TR	Business Orientation					
Fa07	BAU 8888	2.0	TR	Unassigned BA Elective					
Fa07	FA 2520	3.0	TR	Music Appreciation					
Fa07	HU 2830	3.0	TO	Intro to Speech Communication					
Fa07	SSA 9100L	3.0	TO	Approved SS WC Elective					
Fa07	SSA 9200L	3.0	TR	Approved SS INST Elective					
Fa07	UN 1001	3.0	TR	Perspectives on Inquiry					
Fa07	UN 2002	3.0	TR	Institutions					
Fa07	BA 2330	3.0	В	Accounting I					
Fa07	BA 2500	3.0	С	Business Law I					
Fa07	BA 2700	3.0	AB	Business Problem Solving					
Fa07	MA 0030	0.0	V	Team Approach for Coll Algebr					
Fa07	MA 1030	3.0	CD	College Algebra I					
Fa07	PE 0105	0.5	S	Beginning Bowling					
Fa07	UN 2001	3.0	BC	Revisions					
Sp08	BA 2340	3.0	В	Accounting II					
Sp08	BA 3700	3.0	AB	Organizational Behavior					
Sp08	MA 0031	0.0	V	Team Approach for Col Alg II					
Sp08	MA 1031	3.0	CD	College Algebra II with Trig					
Sp08	PE 0117	0.5	S	Beginning Hockey					
Sp08	PE 0148	0.5	S	Beginning Skating					
Sp08	UN 1002	4.0	С	World Cultures					
Su08	BA 3800	3.0	В	Principles of Marketing					



Medigeniech

PREPARED: 11/16/09 - 15:51

PROGRAM CODE: BBAAUG

To return to your audit, select the 'View Academic Progress' link

Cource Summary

View Academic Progress

Close Window

CATALOG YEAR: 200708

View course history by individual term using the drop-down menu

or

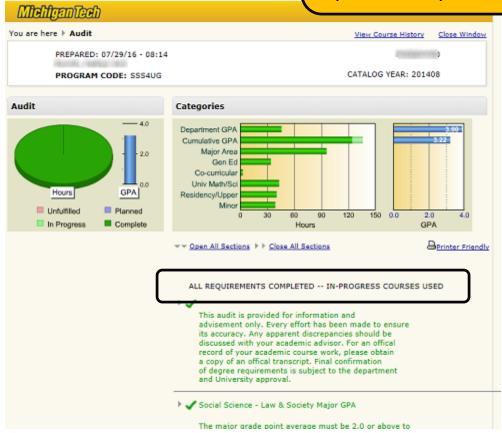
Click the column header to view course history by term, course number, credit hours, or grade

	Course Summary								
•	All Courses 🔻		Subn	nit Printer Friendly					
	Term	Course	Hours	<u>Grade</u>	<u>Title</u>				
7	Fa07	BA 1200	3.0	TR	IS/IT Fundamentals				
	Fa07	BA 1700	1.0	TR	Business Orientation				
	Fa07	BAU 8888	2.0	TR	Unassigned BA Elective				
	Fa07	FA 2520	3.0	TR	Music Appreciation				
	Fa07	HU 2830	3.0	TO	Intro to Speech Communication				
	Fa07	SSA 9100L	3.0	TO	Approved SS WC Elective				
	Fa07	SSA 9200L	3.0	TR	Approved SS INST Elective				
	Fa07	UN 1001	3.0	TR	Perspectives on Inquiry				
	Fa07	UN 2002	3.0	TR	Institutions				
	Fa07	BA 2330	3.0	В	Accounting I				
	Fa07	BA 2500	3.0	C	Business Law I				
	Fa07	BA 2700	3.0	AB	Business Problem Solving				
	Fa07	MA 0030	0.0	V	Team Approach for Coll Algebr				
	Fa07	MA 1030	3.0	CD	College Algebra I				
	Fa07	PE 0105	0.5	S	Beginning Bowling				
	Fa07	UN 2001	3.0	BC	Revisions				
	Sp08	BA 2340	3.0	В	Accounting II				
	Sp08	BA 3700	3.0	AB	Organizational Behavior				
	Sp08	MA 0031	0.0	V	Team Approach for Col Alg II				
	Sp08	MA 1031	3.0	CD	College Algebra II with Trig				
	Sp08	PE 0117	0.5	S	Beginning Hockey				
	Sp08	PE 0148	0.5	S	Beginning Skating				
	Sp08	UN 1002	4.0	С	World Cultures				
	Su08	BA 3800	3.0	В	Principles of Marketing				



Example of a completed audit

All categories will be shaded in either light green (in-progress) or dark green (complete) and the audit statement will say "all requirements completed....".





Finally, a legend at the bottom of the audit explains grade, requirement and sub-requirement symbols

```
DEGREE AUDIT LEGEND
GRADES:
RGIP Registered In-Progress Course
     Transfer Course
IT Include Transfer
TW Transfer Credit Waived - Not Usable
CR Advanced Placement Credit
EP International Exchange Credit
Requirements & Sub-requirements:
     Completed Sub-Requirement
     Incomplete Sub-Requirement
NA
     Requirement Not Needed
OR
     Or'd Sub-Requirement (one or the other required)
     In-Progress Courses Included in Requirement or
      Sub-requirement
IN-P In-Progress Credit included in overall credit count
     within the sub-requirement
```

