

# How to Access and Use DegreeWorks

through



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## Viewing your degree audit:

- 1.) Once you are logged in, click on “Enrollment, Financial Aid, Student Accounts and Student Services.”
- 2.) Click on “Student Academic Records.”
- 3.) Click on “DegreeWorks.”
- 4.) Click the DegreeWorks button.
- 5.) DegreeWorks will open and display the most recent degree audit generated. Scroll down to see your progress toward your degree or certificate. The user-friendly interface uses color-coded symbols to the left of each course or elective to indicate which requirements have been completed, which are in-progress and which have not been satisfied.

## Progress toward alternate programs:

If you would like to see what classes you would have to take to complete an alternate program, click the “What If” link just below the box containing your name and ID number. Choose a start term and the program of interest and click the “Process” button.

## GPA Calculator:

You can generate your own GPA calculation through the “GPA Calc” tool, which can be accessed via the vertical ellipsis menu in the upper-right corner.

## Important!:

Be sure to close your browser window when you are done to ensure that you have been logged out of your account.

If you have questions regarding your degree audit, please contact your academic department for assistance.

