How to Complete Self-Assessment

Contents
UR Student .................................................................................................................................................... 2
Academic Overview ...................................................................................................................................... 3
Current Classes.............................................................................................................................................. 5
Academic History .......................................................................................................................................... 6
Academic Progress ........................................................................................................................................ 7
Sample Completed Self-Assessment ........................................................................................................... 11
1. Log into your **UR Student** Account [http://www.rochester.edu/urstudent](http://www.rochester.edu/urstudent)
   - If you are not on campus, you will need to log in using DUO Authentication
     [https://tech.rochester.edu/duo-tutorials/](https://tech.rochester.edu/duo-tutorials/)

2. Navigate to **View Profile** using the link in the top right-hand corner of your browser

3. If you are a student worker, you will need to switch your account view from Employee to Student by clicking your name under the **student** section.
4. Navigate to the **Academics Tab** on the left-hand side of your browser

![Image of Academics Tab]

**Academic Overview**

1. Click on the **Overview Tab**

![Image of Overview Tab]

2. All your in-Progress programs of study are listed on this overview page as well as the Expected completion date that is associated with each. Use this table to complete the Program of Study and expected Completion Date (ECD) section of the self-assessment
3. You can click into each program of study to identify which area of the Rochester Curriculum (RC) the program is satisfying. Use this information to complete the Area of RC section of the assessment.

<table>
<thead>
<tr>
<th>Program of Study</th>
<th>Bundled Programs of Study</th>
<th>Decision Date</th>
<th>Expected Completion</th>
<th>Status</th>
<th>Primary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Science [DSC] BS Undergraduate Major</td>
<td>Literature and Identity in Hispanic Societies</td>
<td>11/20/2020</td>
<td>05/07/2022</td>
<td>In Progress</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>[HISP] Cluster</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>General Economics [ECON]</td>
<td>02/01/2022</td>
<td>05/07/2022</td>
<td>In Progress</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>[ECON] Cluster</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mathematics [MATH] Minor</td>
<td>04/13/2022</td>
<td>05/07/2022</td>
<td>In Progress</td>
<td>No</td>
</tr>
<tr>
<td>Economics [ECO] BA Undergraduate Major</td>
<td></td>
<td>04/01/2022</td>
<td>05/07/2022</td>
<td>In Progress</td>
<td>No</td>
</tr>
<tr>
<td>Politics, Philosophy, &amp; Economics [PPE] BA Undergraduate Major</td>
<td></td>
<td>02/11/2022</td>
<td>05/07/2022</td>
<td>Discontinued</td>
<td>No</td>
</tr>
<tr>
<td>Undecided [UNDEC] Intended B.A. Major</td>
<td></td>
<td>06/28/2019</td>
<td>05/07/2022</td>
<td>Discontinued</td>
<td>No</td>
</tr>
</tbody>
</table>
Current Classes

1. Click on the **Current Classes Tab**

2. Here you will see all the information regarding your current in progress term registrations, past terms with courses that are ungraded, and any future registrations if enrollment has opened. Review each course carefully to answer the questions on the self-assessment.

3. Grading basis refers to eligible grades for the course. This will appear as graded, Pass/Fail, Satisfactory/Fail or Audit.
Academic History

1. Click on the Academic History Tab

2. The most recent completed term will be on top. Use this term to determine your cumulative units earned and Cumulative GPA. If you have transfer credit, your cumulative total will appear under Specialized totals. Use this information to answer the questions in the academic history portion of the self-assessment.

3. Credit hours needed for degree is a drop down in the self-assessment and you will select the scenario that best fits the program(s) of study you are pursuing.
Academic Progress

1. To Access your academic progress, you will need to navigate back to your UR Student welcome page.
2. Click on the Academics Application on the right-hand side of your browser

3. Click on View my Academic Progress on the right-hand side of your browser
4. Review each program of study in Academic Progress to determine your progress towards completion and answer the questions about each independent program in the self-assessment.
Reviewing Academic Progress

**Progress Wheels**
These indicate how many requirement groups are complete.

**Cumulative GPA**
This is the student's current cumulative GPA calculation.

**Unused Registrations**
These are registration attempts that were not attempted or passed. These cannot be used retroactively to satisfy current or future requirements.

**Requirement Effective**
This is the current version of the program.
After the University degree requirements, you will see the requirement groups for your major. You may need to select **All** in the drop down at the bottom of the table to see additional information.

### University Degree Requirements

The first four requirements in a major will always reflect the University Degree Requirements:

- **128 credit hours requirement**
  - Engineering programs that require more will have an additional credit box at the top of the audit
- **3 Discipline Rochester Curriculum Requirement**
  - Engineering programs that require only 2 will say 2 accordingly
- **2.0 Cumulative GPA**
- **Primary Writing**

After the University degree requirements, you will see the requirement groups for your major. You may need to select **All** in the drop down at the bottom of the table to see additional information.

5. Once you have reviewed all your major(s), move on to your minors and cluster if applicable.
6. Use the questions about GPA, courses, remaining (outstanding) requirements and overlaps on the self-assessment as a guide for reviewing each individual program of study.
7. Use the general notes box at the end of the assessment document any of your findings, questions, or items you would like to address with the appropriate office.
8. Use the resources section to determine where to go with your questions once you have completed the assessment.
Sample Completed Self-Assessment

Office of the University Registrar

Academic Progress Self-Assessment

Use this Self-Assessment tool to identify areas of your academic record that may need to be addressed with the Registrar’s Office, the Academic Department, or the College Center for Advising Services. If your answer to any of the questions below is no, or you are unsure, review the resources at the end to determine who to contact for assistance.

Academic Overview

Complete this table using the Academic Overview Tab. Fill in all your declared programs, the Program Type, the area of the Rochester Curriculum (RC) they satisfy and the Expected Completion Date listed in UR Student. Use this information to answer the questions below.

<table>
<thead>
<tr>
<th>Program of Study</th>
<th>Area of RC</th>
<th>Program Type</th>
<th>Expected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Science</td>
<td>Natural Sci.</td>
<td>Major</td>
<td>Fall 2023</td>
</tr>
<tr>
<td>Economics</td>
<td>Social Sci.</td>
<td>Major</td>
<td>Fall 2023</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Natural Sci.</td>
<td>Minor</td>
<td>Fall 2023</td>
</tr>
<tr>
<td>H1SP001</td>
<td>Humanities</td>
<td>Cluster</td>
<td>Fall 2023</td>
</tr>
</tbody>
</table>

All my declared programs of study appear on the Academic Overview tab: **✓**

The Expected Completion date for each in progress program reflects the term I am planning to complete my degree. **✓**

All Students must meet the College Enrollment Policy in order to be eligible to complete their degree.

Current Classes

Review your current classes tab in UR Student to answer the questions below:

My enrolled courses are inclusive of all my current term and future term registrations: **✓**

The grading basis listed reflects the selection I made for each course listed: **✓**

Academic History

Review the most recent term on your Academic History tab and fill in the information and answer the questions below.

Credit hours I need for my degree program: **128 (standard)**

Cumulative Units earned including Transfer Credits: **116**

Cumulative GPA: **3.25**

My cumulative units earned is as expected and I am on track to complete the required number of credits for my degree program: **✓**

My cumulative GPA is at or above a 2.0: **✓**
Academic Progress

Review your programs of study in the Academic Progress tab in UR Student to answer the following questions about your progress towards completion.

The 3 discipline Rochester Curriculum Requirement is Satisfied.

☐ Y ☐ N

My Primary Writing Requirement is satisfied, in progress, or waived.

☐ Y ☐ N

My GPA for each program of study is satisfied (2.0 or higher).

☐ Y ☐ N

Completed and in-progress coursework is listed in each program of study requirement as expected.

☐ Y ☐ N

The Remaining column reflects my understanding of the coursework that is still needed for each program of study.

☐ Y ☐ N

I have compared each program of study and confirmed the coursework fits within the overlap policy for the University.

☐ Y ☐ N

Notes:
Current classes shows my PSY course as audit. this is a mistake- Talk to Registrar
Academic Progress shows Economics Major missing elective but I have transfer credits, talk to the Economics Department.

Resources
Questions about Academic Overview, Current Classes, or Academic History tabs
Contact the Registrar’s Office
127 Latimore Hall
585-275-8131
degreecrudithelp@rochester.edu

Questions about a specific program of study in Academic Progress
Contact the academic department directly using the authorized approver list

Questions about your Primary Writing Requirement
Contact the Writing, Speaking, and Argument Program
G-122 Rush Rhees Library
(585) 273-3577
wsap@ur.rochester.edu

Need General Advising, Academic Planning support or unsure where to start?
Contact your Academic Advisor in the College Center for Advising Services by scheduling an appointment through their online scheduling system.