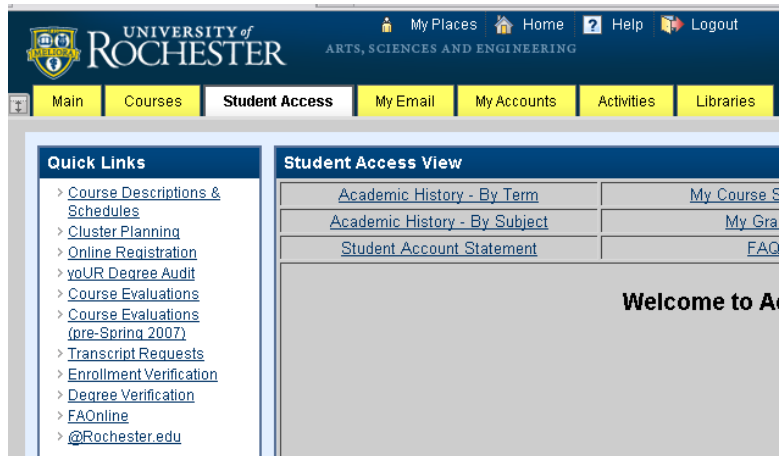


YoUR Degree Audit Instructions for Students

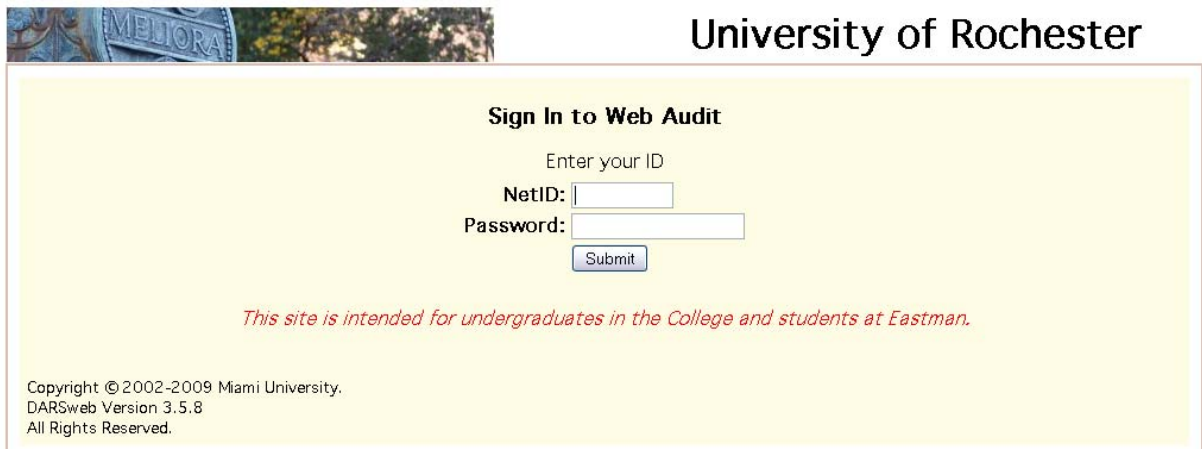
Log into Blackboard

Click on the “yoUR Degree Audit” link under Student ACCESS



The screenshot shows the Blackboard interface for the University of Rochester. At the top, there is a navigation bar with the university logo and name, and links for My Places, Home, Help, and Logout. Below this is a secondary navigation bar with tabs for Main, Courses, Student Access (highlighted), My Email, My Accounts, Activities, and Libraries. The main content area is divided into two sections: Quick Links and Student Access View. The Quick Links section contains a list of links including Course Descriptions & Schedules, Cluster Planning, Online Registration, yoUR Degree Audit, Course Evaluations, Transcript Requests, Enrollment Verification, Degree Verification, FAOnline, and @Rochester.edu. The Student Access View section contains a table with links for Academic History - By Term, Academic History - By Subject, and Student Account Statement, along with links for My Course S, My Gra, and FAQ. A large grey box with the text "Welcome to A" is visible at the bottom of the Student Access View section.

Sign into yoUR Degree Audit system with your NetID and Password.



The screenshot shows the "Sign In to Web Audit" page for the University of Rochester. The page has a yellow background and a header with the university name and logo. The main content area contains a form with the following elements: a heading "Sign In to Web Audit", a prompt "Enter your ID", a "NetID:" label followed by a text input field, a "Password:" label followed by a text input field, and a "Submit" button. Below the form, there is a red italicized note: "This site is intended for undergraduates in the College and students at Eastman." At the bottom left, there is a copyright notice: "Copyright © 2002-2009 Miami University. DARSweb Version 3.5.8 All Rights Reserved."

Once you are in the system you can submit a new audit

The screenshot shows the 'Audit Request' page. At the top, there is a navigation bar with 'Courses', 'Audits', and 'Logout'. Below this, the page title is 'University of Rochester'. The main content area is titled 'Audit Request' and contains two input fields: 'Student Number:' and 'Student Name:'. Below these fields, there is a section titled 'Run Default Programs Listed' with a radio button selected. A table follows with the following data:

School	Degree Program	Title	Catalog Year
TST	ROHCURR	Declared Major Degree Audit	200901

Below the table is a 'Submit a New Audit' button. At the bottom left, the copyright notice reads: 'Copyright © 2002-2009 Miami University. DARSweb Version 3.5.8'.

Now the Audit will run for you. You will notice the system has added the Audit to the Queue. Once it is gone the queue will disappear and the audit will appear on the lower page for you to view.

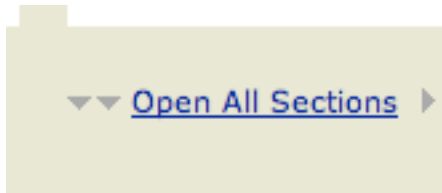
The screenshot shows the 'Audits' page. At the top, there is a navigation bar with 'Student', 'Audits', and 'Logout'. Below this, the page title is 'University of Rochester'. The main content area is titled 'Audits' and contains two input fields: 'Student Number:' and 'Student Name:'. Below these fields, there is a section titled 'DARS Web Audits Completed for Student Number:' with a 'Refresh List' button. A table follows with the following data:

Open Audit	Webtitle	Catalog Year	Run Date	Run Time	Actions
<input type="button" value="Open Audit"/>	Declared Major Degree Audit	200801	2010-07-16	12:40:11	<input type="button" value="Delete"/> <input type="button" value="Select/DeSelect All"/>

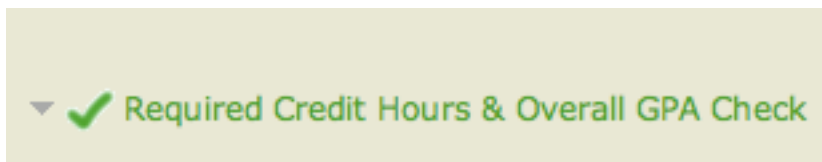
At the bottom left, the copyright notice reads: 'Copyright © 2002-2009 Miami University. DARSweb Version 3.5.8 All Rights Reserved.'.

Click the Open the Audit button to view the audit.

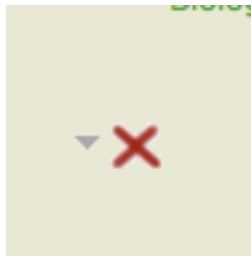
When the audit first opens, click the Open all Sections link to make sure that you are seeing the whole audit.



The Green Check means that you have completed the requirement.



The Red X means that the you have not yet completed the requirement (IP courses do not count as completed and can show a status and **not complete**)



The first thing on the Audit will be the Rochester Curriculum requirements. This will tell you if you are missing any of the requirements.

You will then see a section with all the courses you have taken and your grades, followed by any courses taken under the Satisfactory Fail options.

▼ **-- All Courses You Have Taken --**

-	FA08 BCS110	4.0 B+	NEURAL FOUNDATNS OF BEHAV
	SP09 BCS111	4.0 B+	FOUNDATIONS OF COGNITIVE SCI
	FA10 BCS151	4.0 IP	PERCEPTION & ACTION
	FA09 BCS152	4.0 B	LANGUAGE & PSYCHOLINGUISTICS
	FA09 BCS200	3.0 B	STATISTICAL ANALYSIS&EXP DSG
	FA09 BCS200P	1.0 B	STAT ANALYSIS&EXP DESIGN-LAB
	SP09 LIN105	4.0 A-	LANGUAGE IN ADVERTISING
	SP09 MTH141	4.0 S	CALCULUS I
	FA09 MUR130	4.0 B	BEATLES,BRITISH INVASION&PSYC
	FA08 MUR131	4.0 A	ROCK MUSIC IN THE 1970'S
	FA08 PHL102	4.0 C+	ETHICS
	FA08 PSC108	4.0 S	INTRO TO POLITICAL ECONOMY
	FA08 PSY101AP	4.0 AP	AP CREDIT FOR PSY101
	SP09 PSY161	4.0 A-	SOCIAL PSYCHOLOGY& INDIV DIF
	FA09 PSY181	4.0 B+	THY OF PERSONALITY&PSYCHOTHE
	FA10 PSY263	4.0 IP	RELATIONSHIPS PROCESS&EMOTN
	FA10 PSY264	4.0 IP	INDUSTRIAL&ORGANIZATNAL PSYC
	FA10 PSY289	4.0 IP	DEVLP CHILD PSYCHOPATHOLOGY
	FA10 WRT105	4.0 IP	DARK HUMOR IN LIT & FILM

▼ The following courses are not included in any major, minor or clusters as they do not carry a GPA grade.

Satisfactory/Fail Courses

EARNED: 8.0 HOURS

FA08 PSC108	4.0 S	INTRO TO POLITICAL ECONOMY
SP09 MTH141	4.0 S	CALCULUS I

▼

Next you will see how many credits you have completed as well as your GPA and if you have completed or are exempt from the primary writing requirement. If you have not completed Primary Writing, do not have enough credits or your GPA is below a 2.0 there will be a red X by the section.

▼ **X Required Credit Hours & Overall GPA Check**

EARNED: 115.0 HOURS	3.685 GPA
--> NEEDS: 21.0 HOURS	2.000 GPA

NOTE: RI - Student must earn 136.00
Additional In-Progress Courses
(these will count toward credit check when completed)

▼ **✓ Primary Writing Requirement**

SP08 CAS105	4.0 B+	NARRATIVES OF ILLNESS
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▼

After this there is a section on the courses that were submitted to complete your major.

IF you have changed the courses you are taking since you handed in your major form, you should go to your department to file a revised major form with the courses you took on it and it will be updated in the YoUR Degree Audit.

The GPA that is calculated here is calculated from ONLY the courses that are listed in this area. If a major required other courses than what is listed here, the GPA calculation will not be accurate.

You will also see a list of courses that you can choose from to complete the major. If you click on the course, it will take you to a course description of the course. If you have completed paperwork for a second major, degree or any minors, they will be listed as well.

▼ **Biology - B.A.**

▼ **✗** Courses required to complete this major are below.

EARNED: 50.0 HOURS 3.756 GPA
IP 8.0 HOURS

-R 1) Courses required by the major:
NOTE: ME - BIO
50.0 HOURS 15 COURSES TAKEN 3.756 GPA

IN-P ---> 8.0 HOURS 2 COURSES TAKEN

FA07	BIO112	4.0	A	BIOLOGY PERSPECTIVES I
FA07	CHM131	5.0	A	CHM CONCEPTS, SYST, PRACT I
FA07	MTH161	4.0	A-	CALCULUS IA
SP08	BIO113	4.0	A	PERSPECTIVES IN BIOLOGY II
SP08	BIO113L	1.0	A	PERSPECTIVES IN BIO II LAB
SP08	CHM132	5.0	A-	CHM CONCEPTS, SYST, PRACT II
SP08	MTH162	4.0	A	CALCULUS IIA
FA08	BIO198	4.0	A-	PRINCIPLES OF GENETICS
FA08	BIO198L	1.0	A	PRINCIPLES OF GENETICS LAB
FA08	CHM203	4.0	A-	ORGANIC CHEMISTRY
FA08	CHM207	1.0	A-	ORG LAB LECTURE
SP09	BIO250	4.0	B+	INTRO TO BIOCHEMISTRY
SP09	CHM204	4.0	B	ORGANIC CHEMISTRY II
SP09	CHM208	1.0	A	ORGANIC CHM II:*LAB LECTURE*
FA09	PHY113	4.0	A	GENERAL PHYSICS I
FA10	BIO226	4.0	IP	DEVELOPMENTAL BIOLOGY
FA10	STT212	4.0	IP	APPLIED STT-BIO PHY SCI I

NEEDS: 6 COURSES 2.000 GPA
SELECT FROM: [BIO 204](#) [BIO 263](#) [BIO 204](#) [BIO 210](#)
[BIO 226W](#) [BIO 210W](#)

▼

Finally you will see how you plan to complete your clusters. The Cluster Status, number, title and courses you are taking to complete the cluster will be listed as well as the Cluster GPA. If the cluster is not complete it will also list any courses you can choose to complete the cluster.

✘ **Humanities - H1FR007**
Advanced French Language and Cultural Studies

EARNED:	4.0 HOURS	1 COURSE	4.000 GPA
--> NEEDS:	8.0 HOURS	2 COURSES	2.000 GPA

1) Choose three of the following

4.0 HOURS	1 COURSE TAKEN
FA07 FR 200	4.0 A ADVANCED FRENCH

NEEDS: 2 COURSES

SELECT FROM: [FR 240 LE ROMAN FRANCAIS](#)
[FR 211 ASPECTS OF FRENCH GRAMMAR](#)
[FR 206 FR CULTURAL TRADITIONS](#)
[FR 204 CONTEMPORARY FRENCH CULTURE](#)
[FR 202 INTRO TO LIT IN FRENCH](#)
[FR 155 ADV CONVERSATIONAL FRENCH](#)

✔ **Social Sciences - S1CSP006**
Psychology as a Social Science

EARNED:	12.0 HOURS	3 COURSES	3.900 GPA
FA08	PSY101	4.0 A	INTRO TO PSYCHOLOGY
SP09	PSY161	4.0 A	SOCIAL PSYCHOLOGY& INDIV DIF
			>>MATCHED AS: CSP161
FA09	PSY263	4.0 A-	RELATIONSHIPS PROCESS&EMOTN
			>>MATCHED AS: CSP263