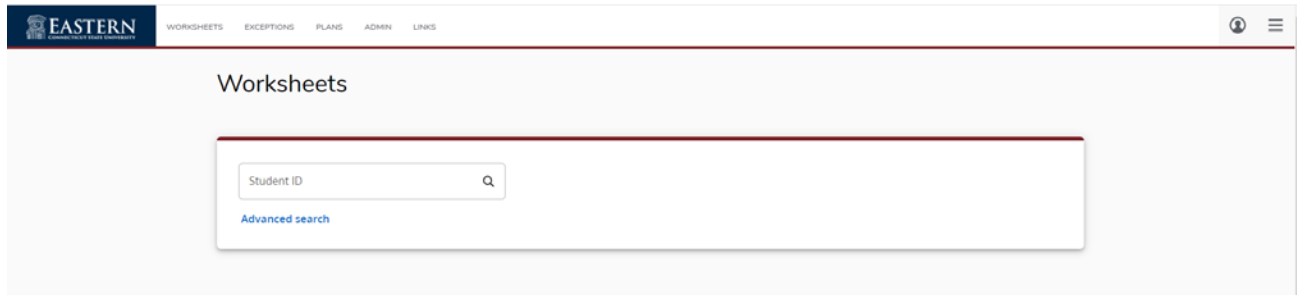# Degree Works

Advisor Guide

Please use Chrome or Firefox

Degree Works provides an accessible, convenient and organized way for students to track their progress towards graduation.

Accessing Degree Works

You can access Degree Works through via SelfService (eWeb) through the Portal at My Apps

- Select SelfService (eWeb)
- Click on **Faculty Services**
- Click on **Degree Evaluation**

    OR

- Click on **Faculty Services**
- Click on **Student Search by Name**
- Enter your Advisee's name or ID number
- Select **Degree Eval** from the Links area.

Searching For Students

- Once in Degree Works, enter the student ID and press enter

- Or click the Advanced Search link to search for a student(s) by name, major, concentration, etc

- Select the student from the Select Student drop down menu

Reading The Evaluation

Academic/Demographic Summary: This section offers information regarding the student's advisor information, degree, major, minor, concentration, if any holds exist, transfer credits, as well as whether or not the record is confidential.

Progress Bar and GPA:
Directly following the information above is a Degree Progress Bar. This shows how close the student is to completing their requirements. This section also gives the student's cumulative GPA

Degree Summary: This gives the overall summary of all areas of the degree evaluation including overall credits, catalog term, residency requirements, GPA requirements, Liberal Arts Core overview, Major overview, and Graduation Application status.

Degree in Bachelor of Science INCOMPLETE

Catalog year: Spring 2015

◯	Minimum Total Credits Required	**Still needed:**	You currently have 41 credit(s) including both earned and in progress courses. You need a minimum of 79 additional credit(s) and to successfully complete all graduation requirements.
⊘	Minimum Credits taken at Eastern CT State University		
◯	Minimum 300/400 Level Credits	**Still needed:**	You have earned 6 but need 24 more credit(s) at the 300/400 level.
◯	Minimum 200/300/400 Level Credits	**Still needed:**	You have earned 22 but need 38 more credit(s) at the 200/300/400 level.
⊘	You meet the minimum overall 2.0 GPA requirement.		
◯	Major Requirements	**Still needed:**	See Major in Communication section
⊘	Major Courses GPA		
◯	LAC STUDENT		
◯	Tier I Methods and Concepts	**Still needed:**	See Tier I Methods and Concepts section
◯	Tier II Synthesis and Application	**Still needed:**	See Tier II Synthesis and Application section
⊘	Tier I & II - Natural Sciences Laboratory		
◯	Tier III Independent Inquiry	**Still needed:**	See Tier III Independent Inquiry section
◯	Foreign Language Requirement	**Still needed:**	See Foreign Language Requirement section
◯	University Writing Requirement	**Still needed:**	See University Writing Requirements section
◯	Graduation Application Not Yet Received	**Still needed:**	Click here for more information

Major, Concentration, Minor, LAC, and Writing Requirements: The evaluation displays all the courses needed to satisfy the major requirements. You will see completed courses noted with a green check mark. Courses in progress are shown with a blue half-circle, noting the semester they are registered for the course. Any courses listed as "Still Needed" are noted with a red circle. You can click on the courses that are still needed to obtain a course description and prerequisites.

⊘	Earth Science & Lab	EES 104	Dynamic Earth With Laboratory	A	4	Fall 2019
◑	Physics	PHY 204	General Physic I W/Lab	IP	(4)	Fall 2020
○	Intermediate Writing: Required					

Course Waivers and Substitutions (Exceptions)

Approved course substitutions and waivers (exceptions) will be reflected in the student's evaluation once it has been entered into Degree Works by the Office of the Registrar.

SOC 2XX		Sociology Elective	TR	3	Spring 2016
Satisfied by:		CJS*294 - Contemp Issues in Criminal Jus - Three Rivers Community College			
Exception by:	Huoppi, Jennifer C **On:** 10/20/2018	**Apply Here:**		Apply SOC 1XX here.	

Printing an Evaluation

- Click the printer icon in the top right

  Worksheets　　　　　　　　　　　　　　　　　　　🖨 ✉ ⋮

- You can then save to your computer as a PDF file or print it.

If a student is interested in seeing how their completed coursework would apply if they were to change their major, concentration, or minor you can run a What-if Evaluation.

What-If Analysis ⌃

☐ Use current curriculum

Program

| Catalog year * ⌄ | Program * ⌄ | Level * ⌄ |

| Degree * ⌄ |

Areas of study

| Major * ⌄ | Concentration ⌄ | Minor ⌄ |

You can select the appropriate catalog term and the possible major/minor/concentration from the drop downs and click "Process What-If" for the new evaluation to run. Please note that if the major requires a concentration, you will also need to select the concentration.

Future Classes

Allows students to see how a course they plant to take will fulfill a requirement in their degree evaluation.

What-If Analysis

☑ Use current curriculum

Future classes

| Subject | Number | Add |

☑ In-progress classes ☑ Preregistered classes

Process Reset

Enter a subject and course number, press add. You can enter multiple courses this way. Once you have your list of courses press process and Process. Planned courses will appear in your audit.

| COM 100 | Intro Mass Communications | PLAN | (3) | Planned Term |

Any Questions?

If you have any questions or need assistance, please contact:

Registrar's Office

registrar@easternct.edu