



UNIVERSITY OF SASKATCHEWAN

Degree Works - Student Information

INTRODUCTION

The following information is designed to assist students in understanding elements of the Worksheet in Degree Works.

Overview

The worksheet shows you how close you are to your degree by comparing your progress against the degree requirements for the catalog year you are following. Additionally, it can also provide:

- real time registration advice by using the “Registration Checklist” Format
- speedier graduation and a streamlined graduation process
- direct access to advice and services through hyperlinks to class schedules and advisors contact information.

The system has several important features.

- Use the [Student View Worksheet](#) to view the classes you still need, and where your completed and in-progress classes fit in your degree requirements.
- Use the [Registration Checklist Worksheet](#) to view only the classes you still need.
- Use [Plans](#) to create a customized path to graduation by plotting your registration in upcoming terms.
- View [Notes](#) that an advisor has added regarding your progress or specific classes.
- View any [Exceptions](#) placed on your audit by an advisor.
- View your [Historic Audit](#). If you have questions about audits from the past (the past 10 audits per program/degree combination and an unlimited number of frozen audits are available to be reviewed).
- Perform a [What-If](#) analysis when you are considering switching degree, major, or adding a minor or concentration; as well as when you want to see how a class(es) you are planning on taking in the future will fit in your degree requirements.

Understanding the Sections of Your Audit

The Student View is the default view when you login. Below is information on various elements you will find in your audit.

Print Icon

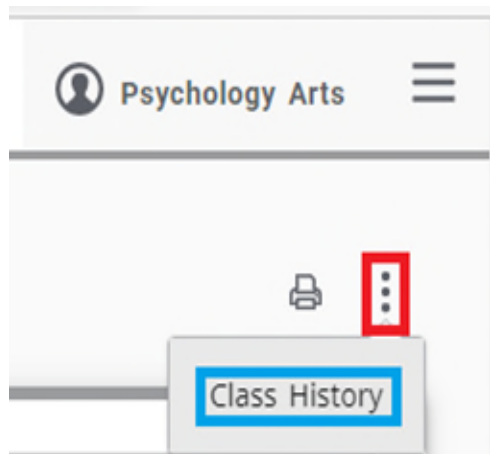
This icon can be used to produce a PDF of your audit. The PDF will open in a new window. You can use the “Save” icon at the top right to save a copy or you can use the “Print” icon at the top right to print a copy.

Sign out

The Sign out option is found by using your name at the top right which is a link. To protect your privacy, we recommend that you log out when you’re not using it.

Class History

You can view a list of classes you’ve completed by using the ellipses (3 dots) to the right of the Print icon and choosing Class History.



This will open a pop-up window and display the classes you have completed as well as in progress classes by term. The class, title, grade, and credits will appear for completed classes. In progress classes will display the class, title, and credits but no grade.

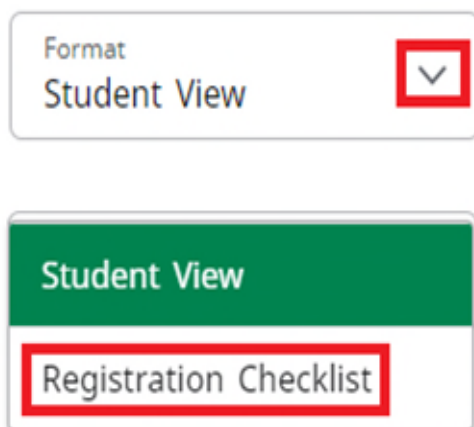
2022 Fall Term

Course	Title	Grade	Credits
HIST 185	Nuc Weapons, Nation and Enviro		3
PSY 120	Biological Bases of Psychology		3
PSY 121	Social and Develop Psychology		3

Registration Checklist

The Registration Checklist Format shows you what is still needed to meet your degree requirements and what classes can be used to meet the requirements. It does not display classes that have been used to complete requirements or classes that were not used to meet requirements (such as withdrawn or failed classes).

To display this checklist, use the drop-down in the Format box and choose Registration Checklist.

**Biology C1, C2 & C3 Requirements**

INCOMPLETE



Catalog year: 2021-2022

☐ English Language Writing	Still needed:	3 Credits in ANTH 302 or 310 or 405 or 421 or ENG 110 or 111 or 112 or 113 or 114 or 120 or 210 or 211 or 212 or 213 or 394 or ESL 116 or HIST 115 or 125 or 135 or 145 or 155 or 165 or 175 or 193 or 194 or CPSJ 203 or MUS 155 or PHIL 115 or 120 or 121 or 133 or 208 or 233 or POLS 245 or 323 or 328 or 333 or 336 or 422 or 461 or PSY 323 or 355 or RLST 280 or 362
☐ Indigenous Learning	Still needed:	3 Credits in ANTH 202 or 480 or ARCH 350 or DRAM 111 or ENG 242 or 243 or 335 or GEOG 465 or HIST 195 or 257 or 266 or 330 or 316 or INDG 107 or 200:499 or LING 253 or PLAN 445 or POLS 222
☐ Quantitative Reasoning	Still needed:	You must complete the following:
☐ MATH 110, 116, 125, 164, 176 or 177		3 Credits in MATH 110 or 116 or 125 or 164 or 176 or 177
☒ STAT 245, 246 or PLSC 214		
☒ Humanities or Social Science Requirement		
☒ General Requirement		
☐ CHEM 112	Still needed:	3 Credits in CHEM 112
☐ CHEM 115	Still needed:	3 Credits in CHEM 115

Student Information

Basic information will be displayed in the first block including Student ID, Name, Degree, Major, Classification, etc.

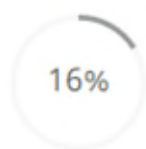
Student ID 123456789		Name Arts, Psychology		Degree Bachelor of Science Four-Year	
Level	Undergraduate Level	Classification	Third Year	Major	Biology
				Minor	(no minor)
Program	Bachelor of Science (4 Yr)				
Concentration	(no concentration)		College	Arts and Science	
Term / Academic Standing	(none)		NSID	ABC123	
Other Institution Degree / Last Attendance Date	NON / 31-DEC-2021		Holds	(no holds)	
Status	Active		U of S Degree	(none)	
Email	abc123@mail.usask.ca		Campus	(no campus)	
Grad Program Start Date	(none)		Grad Program End Date	(none)	
Applied to Graduate	(none)				

- Classification is your year in program. This information is updated by undergraduate colleges at certain times of year. If a year in program is not recorded for you, this will display as "Classification {goal}". Graduate students will not have a year in program listed. If you have a question about your year in program, contact your college.
- Audit date indicates the last date/time your data was updated from the student system. The date could be today or in the past. If you have made changes to your registration, the changes will appear in your audit the following day. Your audit may also be manually refreshed or updated by an advisor during important times like registration, graduation or when you have an academic advising appointment.
- Degree and Major (as well as Minor and/or Concentration) is what's currently recorded for you in the student system. If any of these pieces of data have changed, your audit will be updated the day after the staff member in your college updated the data. If this information is not what you'd expect, contact your college.
- If you have a hold on your account, a "Y" will appear in the Holds field. If you have questions about a hold, check PAWS or contact Student Central.
- Term / Academic Standing will be blank unless you have a previous faculty action (such as required to discontinue).
- U of S Degree will display any degree(s) granted by the University of Saskatchewan.
- Other Institution Degree / Last Attendance Date will display any degree(s) granted from another institution.
- The fields Grad Program Start Date and Grad Program End Date are the start and end dates for graduate students and their graduate program.
- Applied to Graduate will display "Yes" if you submitted an online application to graduate for a credential that is not yet awarded. If a student's degree record status is changed to "Refused" or "Withdrawn" then the "Yes" will no longer be displayed.
- Status will be listed as Active, Inactive, Inactive - did not register, Inactive - not reg for 4 terms, Inactive - was AT, Inactive due to graduation or Temporarily active.

Estimated Program Progress

This progress estimates how close you are to completing your degree based on the number of boxes which are checked as being complete in your audit.

Estimated Program Progress



Requirements

Legend

The Legend is near the bottom of your audit. The following provides details of each icon that may be used in your audit.

Legend

✓	Complete	○	Not complete
ⓘ	Complete (with classes in-progress)	⚠	Nearly complete - see advisor
@	Any subject and/or course number	(R)	Repeated class

✓ Complete

This means the requirement is complete and the class(es) displayed were used to meet the requirement. Equivalent classes are used to meet requirements. Once a requirement is met the class(es) that could have been used to meet that requirement are no longer displayed.

ⓘ Complete (with classes in-progress)

This means the class(es) used to satisfy the requirement is in progress (you are registered in a class in a current or future term but no final grade has been entered).

⚠ Nearly complete - see advisor

This means the requirement is nearly complete and you should see an advisor for further information.

○ Not complete

This means the requirement has not yet been met.

@ Any subject and/or course number

This is used to indicate “any”.

- Example 1, MATH @ means any class number within the subject of MATH will fulfill the requirement.
- Example 2, @ 200 means any subject at the 200 level will fulfill the requirement.

Attributes are used within requirements for the College of Arts and Science and some other colleges. Information on what subjects fall under which attributes can be found at <https://programs.usask.ca/arts-and-science/policies.php#MajorsandProgramTypes> under Majors and Program Types.

FNAR = Fine Arts Program Type
HUM = Humanities Program Type
NASC = Natural Sciences Program Type
SOCS = Social Sciences Program Type
SCIE = Science Program Type

The @ symbol is commonly seen in these requirements indicating any subject with that attribute can meet that requirement.

3 Credits in @ 100:499 with attribute = HUM or attribute = SOCS

(R) Repeated class

A class that has been repeated and can't be used to meet a requirement will be indicated with this.

Blocks or Sections in Your Audit

Your audit is split into blocks of requirements.

Degree Block

The Degree block indicates that degree you are seeking. It also indicates all the blocks included. It may also include information that applies to all students seeking that degree.

Bachelor of Science 4 Year INCOMPLETE

Catalog year: 2021-2022

 Degree Requirements

Still needed:

See [Biology Major, BSC4Y Program](#) section

Blocks included in this block

[Biology Major, BSC4Y Program](#)

[Biology C1, C2 & C3 Requirements](#)

[Biology Major \(BSC4Y\)](#)

[Biology Electives \(BSC4Y\)](#)

[Biology MinRes Rule \(BSC4Y\)](#)

Program Block

The Program block will vary depending on college and will contain a list of the core requirements needed by all students regardless of the major they are following. In the case of the BSC4Y program, the following core requirements are listed and individually broke out in the remainder of the blocks in the audit.

- College, Breadth & Cognate Requirements
- Major Requirements
- Open Electives
- Minimum Credits In Major To Be Taken at UofS

Biology Major, BSC4Y Program

INCOMPLETE

Credits required: 120 Credits applied: 78 Catalog year: 2021-2022

Unmet conditions for this set of requirements:

120 credit units are required. You currently have 78, you still need 42 more credit units.
A minimum of 66 credit units at the senior level are required. You have taken 36 credit units, but need 30 more credit units.
A minimum of 60 credit units must be taken through the University of Saskatchewan, including at least two-thirds of the courses required in the major and a minimum of 42 senior credit units. Of the 60 credit unit requirement, you have taken 21 credit units, but need 39 more credit units.
A minimum of 45 senior credit units must be taken through the University of Saskatchewan. You have taken 6 but need 39 more credits.

☐ College, Breadth & Cognate Requirements	Still needed:	See Biology C1, C2 & C3 Requirements section
☐ Major Requirements	Still needed:	See Biology Major (BSC4Y) section
☒ Open Electives		
☐ Minimum Credits In Major To Be Taken At UofS	Still needed:	See Biology MinRes Rule (BSC4Y) section

Major Block

The major block shows the major requirements and the specific classes that must be completed.

Biology Major (BSC4Y)

INCOMPLETE

Catalog year: 2021-2022

☐ MAJOR REQUIREMENTS		
☐ BIOL 120	Still needed:	3 Credits in BIOL 120
☐ BIOL 121	Still needed:	3 Credits in BIOL 121
☐ BIOL 222	Still needed:	3 Credits in BIOL 222
☐ BIOL 224	Still needed:	3 Credits in BIOL 224
☐ BIOL 226	Still needed:	3 Credits in BIOL 226
☐ BIOL 228	Still needed:	3 Credits in BIOL 228
☐ BIOL 301	Still needed:	3 Credits in BIOL 301
☐ BIOL 302	Still needed:	3 Credits in BIOL 302
☐ Approved Classes at 200-400 level	Still needed:	15 Credits in BIOL 200:499 or CPPS 406 or ANBI 470 or ANSC 313 or ARCH 270 or BINF 351 or BMSC 210 or 220 or BMIS 487 or FABS 212 or GEOL 343 or PBIO 230 or PLSC 311 or 405 or 411 or 416 or 422 or 423 or 425 or TOX 300 or 301

Additional Blocks

Individual colleges will have their own additional unique blocks. For example, an audit from the College of Engineering may include the following.

- Year 1 Course Requirements
- CE Major Requirements
- Year 2 Course Requirements
- Year 3 Course Requirements
- Year 4 Course Requirements

Year 1 Course Requirements (BE)

COMPLETE

Catalog year: 2022-2023

	Course	Title
✓ Fall Term Year 1		
✓ GE 102	GE 102	Introduction to Engineering I
✓ GE 112	GE 112	En Discipline Experience
✓ GE 122	GE 122	Engineering Mechanics I
✓ GE 132	GE 132	Engineering Communications I
✓ GE 142	GE 142	Design I
✓ GE 152	GE 152	Electrical Circuits I
✓ CMPT 142	CMPT 142	Intro Comp Sci for Engr

Year 2 Course Requirements (BE)

IN-PROGRESS

Credits required: 36 Credits applied: 36 Catalog year: 2022-2023

	Course	Title
 Year 2 Requirements		
 CE 202	CE 202	Engineering Drawings
 CE 212	CE 212	Civil Engineering Materials
 GE 210	GE 210	Probability and Statistics
 GEOL 121	GEOL 121	Earth Processes
 MATH 223	MATH 223	Calculus III for Engineers
 CE 225	CE 225	Fluid Mechanics
 CE 295	CE 295	Project 1
 CE 213	CE 213	Mechanics of Materials
 GEOE 218	GEOE 218	Intro Engineering Geology

Minor Blocks and/or Concentration Blocks

The minor block shows the required classes for the minor. The concentration block shows the required classes for the concentration. If you want to declare a minor and/or concentration, contact your college office. If you have questions about what appears on your audit also contact your college office.

English Minor

IN-PROGRESS

Credits required: 21 Credits applied: 21 Catalog year: 2019-2020

	Course	Title
✓ 6 Credits of 100-level English	ENG 111	Reading Poetry
	ENG 112	Reading Drama
i 6 Credits of 300-level English	ENG 307	Digital Literature New Media
	ENG 331	Lit of the Romantic Period
i 9 Credits of 200-400 level English	ENG 224	Shakespeare Comedy and History
	ENG 225	Shakespeare Tragedy Romance
	ENG 284	Beowulf and Northern Heroes

Extra Classes Block

This block shows classes that do not meet any of the requirements for the degree that is being pursued. For example, classes taken in another college that don't transfer to your current college could appear in this block. If you have questions about why a class is in this block, contact your college.

Extra Classes					
Credits applied: 3		Classes applied: 1			
Course	Title	Grade	Credits	Term	Repeated
AGRC 113	Agri Food Issues and Institut	75	3	2019 Winter Term	

Insufficient and Repeated Courses Block

This block shows repeated classes and those that cannot be used to meet requirements as they do not meet the minimum standard. This can include classes you withdrew from (grade of W) or did not pass (grade of F or below 50%). A class that is repeated and cannot be used to meet degree or average requirements will be indicated with an (R).

Insufficient and Repeated Courses					
Credits applied: 3		Classes applied: 3			
Course	Title	Grade	Credits	Term	Repeated
ENG 334	Victorian Prose and Poetry	W	0	2022 Fall Term	
PSY 246	Human Neuropsychology 1		(3)	2022 Fall Term	(R)
PSY 255	Human Memory	W	0	2021 Fall Term	

In-progress Block; Preregistered Block; or In-progress and Preregistered Block

This block shows classes that you are currently registered in but do not yet have a final grade. The number of credits for the class are in brackets and the term of registration will display.

- The heading of the block will display as “In-progress” if you have in-progress classes in the current term and/or a previous term.
- The heading of the block will display as “Preregistered” if you have registered in classes in a future term.
- The heading of the block will display as “In-progress and Preregistered” if you have in-progress classes in the current term and/or a previous term and registered for classes in a future term.

In-progress

Credits applied: 24 Classes applied: 8

Course	Title	Grade	Credits	Term
ENG 242	Indigenous Stories of Prairies		(3)	2022 Fall Term
HIST 214	History in Film Middle Ages		(3)	2022 Fall Term

Preregistered

Credits applied: 30 Classes applied: 10

Course	Title	Grade	Credits	Term
KIN 121	Basis of Physical Activity		(3)	2023 Fall Term
PSY 230	Criminal Behaviour		(3)	2023 Fall Term

In-progress and Preregistered

Credits applied: 12 Classes applied: 5

Course	Title	Grade	Credits	Term
PLSC 411	Plant Breeding		(3)	2023 Winter Term
PLSC 433	Greenhouse Crop Production		(3)	2023 Winter Term
PLSC 435	Landscape Design		(3)	2023 Winter Term
PLSC 492	Project Thesis in Plant Sc.		(1.5)	2023 Fall Term
PLSC 492	Project Thesis in Plant Sc.		(1.5)	2024 Winter Term

Not Counted Block

This block shows classes that aren't used in your audit because of various reasons such as too many transfer credits.

Not Counted						
Credits applied: 3 Classes applied: 1						
Course	Title	Reason	Grade	Credits	Term	Repeated
MATH 110	Calculus 1	Maximum transfer credits exceeded	TR	3	2016-2017 Term 1	
Satisfied by:		CALCULUS AB - - The College Board (A.P.P.)				

Exceptions

An advisor may place an exception on your audit for a specific requirement. Below are a few example situations.

- Substituting a class for one that has already been completed.
- Allowing an additional and/or different class to be used in a list of possibilities.
- Increasing or decreasing the amount of credit units in a requirement.
- Remove a class from a list of possibilities.

In the following example, MATH 264 was added using the Apply Here exception. When an exception is added, a note will appear in the block under the requirement indicating who entered the exception, the date and a description. The exception also appears in the Exceptions block near the bottom of the audit.

✓ MATH 104, 110 or 125	MATH 264	Linear Algebra	70	3	2015-2016 Term 1
Exception by: Nursing, College N On: 03/23/2023 Apply Here: Moving here as more appropriate					

Degree Works - Student Information

Exceptions						^
Type	Description	Created on	Created by	Block	Enforced	
Apply Here	Moving here as more appropriate	03/23/2023	Nursing, College N	Bachelor of Science in Agriculture (BSA-AB)	Yes	

Notes

Any note that is added by an advisor will appear in this area along with the date and name of who created the note. These notes can be viewed by students as well as faculty and staff who have access to Degree Works.

Notes			^
Description	Created on	Created by	
Student was advised to... consider following the plan created for Spring and Summer 2023. If this plan doesn't work, a new one can be created.	03/09/2023	Nursing, College N	

Disclaimer

The disclaimer is displayed to all students.

Disclaimer
This degree audit report is not your academic transcript and it is not official notification of completion of degree or certificate requirements. You are encouraged to use this report as a guide when planning your progress toward completion of the above requirements. Your academic advisor may be contacted for assistance in interpreting this report. Click here for a list of advisors by College.

Other InformationMulti-Term Classes

Multi-term classes are classes which run over two terms. A 6-credit unit multi-term class will fit into two 3 credit unit requirements on your audit.

In the following example, ENG 110 appears twice and is listed each time with 3 credit units for a total of 6 credit units.

2014-2015 Term 1

Course	Title	Grade	Credits
ENG 110	Literature and Composition	60	3

2014-2015 Term 2

Course	Title	Grade	Credits
ENG 110	Literature and Composition	60	3

Multi-term classes taken prior to 200505 will display as a single class in the audit. If you have questions about how a multi-term class is appearing in your audit, contact your college.

Transfer Credit Classes

If you receive transfer credit for a class(es) taken at another post-secondary institution, the credit may be used to meet requirements.

In the following example, ENGL 100 and ENGL 110 are classes from the University of Regina. The U of S equivalent class is ENG 110, and 3 credits were transferred and used to meet the English Language Writing requirement.

✓ English Language Writing	ENG 110	Literature and Composition	TR	3	2019 Fall Term
Satisfied by: ENGL100,110 - - The University of Regina					

If you have been granted generic transfer credit (example - ENG JR, PSY SR, BIOL UNSP.) for a class(es) taken at another post-secondary institution, it may count towards a requirement where the requirement includes a generic class is acceptable.

For example, RLST 100 is the class from the University of Regina, the U of S equivalent class is RLST JR, and 3 credits were transferred and used to meet the Humanities Requirement.

✓ Humanities Requirement	RLST JR	Transfer Credit	TR	3	2019 Fall Term
Satisfied by: RLST100 - Intro to Religious Studies - The University of Regina					

If you have questions about how a transfer credit class is appearing in your audit, contact your college.

Credits Required and Credits Applied

The Credits required and Credits applied appear in the heading of the program block and may appear in other blocks depending on your program. If you have questions about these requirements, contact your college.

In the following example, 120 credits are required for the program and 84 credits have been applied to the audit.

Business Economics Major BA4Y

INCOMPLETE

Credits required: 120

Credits applied: 84

Catalog year: 2020-2021

Catalog Year

Catalog year refers to the year you are following for your degree/program requirements. If you have any questions about your catalog year, contact your college.

Business Economics Major BA4Y

INCOMPLETE

Credits required: 120

Credits applied: 84

Catalog year: 2020-2021

Unmet Conditions

In various blocks in the audit, you may see unmet conditions for a set of requirements. This refers to a specific condition placed on the block. The audit informs you if you haven't met one of the conditions and explains how many credit units you require to meet that condition. If you have any questions about meeting these conditions, contact your college.

Psychology MinRes Rule (BA4Y)

INCOMPLETE

Catalog year: 2021-2022

Unmet conditions for this set of requirements: A minimum of 24 credit units in the Major must be taken at the University of Saskatchewan. You have taken 12 but need 12 more credit units.

This section is to check and enforce Minimum Residency rules. 24 Credit Units must be taken in the major through the University of Saskatchewan Note: The major includes courses from other requirements.

Averages

For colleges that have averages in Degree Works, the information will appear on student's audits. The program average is near the beginning of the program requirements. Additionally, there may be minimum average required displayed and may show averages for distinction and great distinction.

BSN Program Years 2-4 Requirements

INCOMPLETE

Catalog year: 2021-2022

Students must maintain a minimum average of 60% in years 2-4. The top 20% of students will receive distinction or great distinction as follows: of the top 20%, 5% of students will be awarded great distinction and the remaining 15% will be awarded with distinction.
Your average is 80.05%; an average $\geq 60\%$ is required

Your year average is displayed for each year of the program.

Bachelor of Science in Nursing (BSN) - YR2

INCOMPLETE

Catalog year: 2021-2022

Your Year 2 average is 81.03; an average $\geq 60\%$ is required

Types of Advice on Your Audit

Proxy Advice displays a degree or class requirement. It will disappear from the audit once you have met the requirement.

Still needed:

Select a minimum total of 54 credits from Arts & Science undergraduate courses to meet the overall degree requirement of 120 credit units. In addition to Arts & Science courses please see the list of automatic transfer courses from other Colleges that can be used towards this requirement (<http://artsandscience.usask.ca/links/xfercourses>).
You have taken 18 but need 36 to 981 more credits.

Registration advice shows you the exact amount of credit units required in a class(es) or range of classes that will fulfill the requirement.

☐ PSY 235

Still needed:

3 Credits in PSY 235

☐ Languages Requirement

Still needed:

3 Credits in ARBC 100:499 or CHIN 100:499 or CREE 100:499 or ENG 100:499 or ESL 115 or 116 or FREN 100:499 or GERM 100:499 or GRK 100:499 or HEB 100:499 or HINDI 100:499 or JPNS 100:499 or LATN 100:499 or LIT 100:499 or RUSS 100:499 or SNSK 100:499 or SPAN 100:499 or UKR 100:499 Except CHIN 233 and JPNS 233

"Except" in Your Audit

Any class(es) listed after the "Except" in a requirement cannot be taken to fulfill the requirement. If you have questions about this, contact your college office.

Still needed:

3 Credits in @ 100:499 with attribute = SCIE or attribute = HUM or attribute = FNAR or INTS 110 or 111 or CPSJ 112 or INTS 201 or CPSJ 203 or INTS 380 Except CLAS 101 and 103 and 104 and 107 and 203 and ESL 115 and 116 and STAT 244 and MATH 101 and 102 and INTS 100 and PSY 233 and 234 and SOC 225 and 325 and GEOG 301 and INTS 100 and CHEM 100

Understanding Groups in the Registration Advice

The information below is 3 groups of 'Science Cluster' (highlighted in red) of which 12 credits that a student must choose from. They will choose 'Drugs & Health', 'Disease & Health' or 'Food & Health' (highlighted in blue). Each of the groups has a total of 12 credits which is required.

☐ B1: Choose 12 Credits from one Science Cluster				
☐ Drugs & Health, Disease & Health or Food & Health	Still needed:	Choose from 1 of the following:		
☐ Drugs and Health				
You must complete all of the following:				
☐ BMSC 207 or 208		3 Credits in BMSC 207 or 208		
☐ PHPY 304		3 Credits in CPPS 304		
☐ PHPY 305		3 Credits in CPPS 306		
☐ CPPS 337, TOX 300 or FABS 362		3 Credits in CPPS 337 or TOX 300 or FABS 362		
☐ Disease and Health				
You must complete all of the following:				
☒ BMSC 200	BMSC 200	Biomolecules	(3)	2023 Winter Term
☐ BMSC 210		3 Credits in BMSC 210		
☐ MCIM 321, 423, BMIS 308 or BIOL 436		6 Credits in BMIS 321 or 423 or 308 or BIOL 436		
☐ Food and Health				
You must complete all of the following:				
☐ NUTR 120		3 Credits in NUTR 120		
☐ FABS 110		3 Credits in FABS 110		
☐ FABS 212 or BMSC 210		3 Credits in FABS 212 or BMSC 210		
☐ FABS 323, 325, 362 or 371		3 Credits in FABS 323 or 325 or 362 or 371		

Viewing Audit History

There are two types of historical audits.

- Regular Audits
 - o Each time a new audit is created it is stored under the View historic audit drop-down. Up to 10 of these audits per program/major are kept.
- Frozen Audits
 - o When an advisor freezes an audit (such as during an academic advising appointment or promotion/graduation check), it will appear in the View historic audit drop-down. The name of the advisor and a description of the audit will also display. An unlimited number of frozen audits are kept over and above the 10 regular audits.

Use the drop-down in the View historic audit box to display the historical audits.

View historic audit

03/23/2023 at 2:05 AM ...



03/23/2023 at 2:05 AM UG/BSC4Y
03/22/2023 at 10:41 AM UG/BSC4Y
03/16/2023 at 8:30 AM UG/BSC4Y
03/16/2023 at 8:10 AM UG/BA4Y
03/16/2023 at 8:04 AM UG/BA4Y
03/14/2023 at 2:08 PM UG/BA4Y
03/13/2023 at 11:26 AM UG/BA4Y
03/13/2023 at 10:40 AM UG/BA4Y
03/09/2023 at 8:09 AM UG/BA4Y ADVISR Mar. 9, 2023 Advising Appointment
03/09/2023 at 8:04 AM UG/BA4Y
03/09/2023 at 8:03 AM UG/BA4Y
03/09/2023 at 7:59 AM UG/BA4Y
03/09/2023 at 7:56 AM UG/BA4Y

The audit highlighted in red above is a frozen audit and the audit highlighted in blue is a regular audit.

When a historical audit is chosen, it will default to the Student View Format. You can change to the Registration Checklist Format if you wish.

The print icon (Save as PDF when you mouseover) can be used to produce a PDF of the chosen audit.

When viewing a frozen audit, the title, type, frozen by name and frozen date will appear under the Audit date field.

Format
Student View

Estimated Program Progress

49%
Requirements

Audit date 03/09/2023 8:09 AM
Frozen by: Nursing, College N on 03/09/2023 - Mar. 9, 2023 Advising Appointment (Frozen by Advisor)
[Save audit](#)

If a historical audit is not frozen, no information will appear in this area.

Format
Student View

Estimated Program Progress

54%
Requirements

Audit date 03/16/2023 8:10 AM
[Save audit](#)