

Online Degree Audit

Instructions on how to use Degree Audit in WWAM:

- 1) Log into your WWAM account.
- 2) Select **Student Advising**.
- 3) Choose an advisee (student) to run a degree audit on.
- 4) The Degree Audit tab will be on the bottom of the page.
- 5) Select the Degree Audit tab.
 1. If the student's major and/or minor is declared the following screen will be populated with that information. Click **Run Degree Audit**.
 2. If the student's major and/or minor is **not** declared select the major and/or minor the student intends to pursue. Click **Run Degree Audit**.
 3. If **no** major and/or minor is selected you will only see the General Education Degree Audit for this student.
- 6) The student's Concentration(s) will automatically run in Degree Audit if they have declared it.
- 7) Reading a student Degree Audit:
 1. The four main Audits are (These are highlighted in **navy blue**):
 - a) General Education Requirement (See Next page for requirements)
 - b) Major (See department for requirements)
 - c) Minor (See department for requirements)
 - d) Concentration (See department for requirements)
 2. Within each Audit are sub-requirements (These are highlighted in **light blue**)
 - a) You will see the course(s) needed to complete this requirement.
 - b) You will see how many units are needed to fulfill this requirement.
 3. At the end of each Audit area:
 - a) You will see the required GPA and hours (units) needed for the Audit to be complete.
 - b) You will see the GPA for those courses within the audit and the hours (units) you have completed in that area.
 4. At the end of the entire audit:
 - a) You will see the Overall Requirements for the degree (GPA and Units)
 - b) You will see the Overall GPA and the Units the student has completed.

*Advisement Checklist
for General Education Requirements*

A student must complete a minimum of 36 units toward the degree composed of the General Education requirements, major requirements, and electives. Students planning to study abroad may want to “save” some courses in the Humanities, Arts, and Social Sciences, as they frequently are offered in study-abroad programs.

A. **FOUNDATION COURSES** Must be completed by end of sophomore year.

Writing

_____ RFTW-first year reflective tutorial
_____ Writing Intensive Course (W)

Math

_____ MA110 or any higher level Math Course

Computer Sciences

_____ Computer Science Course
(Education majors will take CS422 as part of ILC)

Speech

_____ Speech Course

B. **INTERCULTURAL COURSES** (2 Units)

_____ International Perspective course designated with an (I).
_____ American Diversity course designated with a (D).

C. **LEARNING COMMUNITIES**

_____ Freshman Year LC - including Freshman RFT listed under Foundation Courses
_____ Intermediate LC - may be taken any time after first semester freshman year but before senior year
Study Abroad during fall or spring semester meets this requirement.
_____ Senior LC - including Senior RFT course identified as such in your major

D. **DISCIPLINARY PERSPECTIVES** (10 Units)

Social Sciences (3 Units)

Select **THREE (3)** courses from at least **TWO (2)** of the following disciplines. Only one MDS course may be used to complete this area.

_____	_____	Anthropology			
_____	_____	Economics (Business majors take EC101 and EC102)			
_____	_____	Government & Politics			
_____	_____	Psychology			
_____	_____	Sociology	MDS	109	_____
					MDS 103 _____

Humanities (3 Units)

Select **THREE (3)** courses from at least **TWO (2)** of the following disciplines, ONE OF WHICH MUST BE HISTORY

_____	_____	HISTORY			
_____	_____	Foreign Language (Education majors take two sequential semesters)			
_____	_____	Philosophy			
_____	_____	Religion			
_____	_____	English Literature	MDS	107	_____
					MDS 106 _____

The Arts (2 Units)

Select **TWO (2)** courses from **TWO (2)** different disciplines.

_____ Art _____ Art History _____ Music _____ Theatre _____ Dance

NOTE: ½ -unit courses cannot be used to meet these requirements

Science (2 Units)

Select **TWO (2)** courses from **TWO (2)** disciplines, one of which must include a laboratory experience. One of the courses must be from Microbiology, Biology, Chemistry or Physics.

_____	Microbiology	_____	Astronomy
_____	Biology	_____	Physical Sciences
_____	Chemistry		
_____	Physics	_____	Lab Experience