



## Step By Step Instructions: Audit Section For Students

- 1) To access DegreeWorks, go to [appalnet.appstate.edu](http://appalnet.appstate.edu). Click on DegreeWorks and login with your Appalachian State University username and password. You may also access DegreeWorks directly by going to [dw.appstate.edu](http://dw.appstate.edu).
- 2) Once you have logged into DegreeWorks, the first screen you'll see is the Audit "Worksheet" section.
- 3) In the audit section your name, ID number, degree and major are listed across the top, followed by other helpful information.
- 4) The Class History link directs you to a cumulative record of all coursework completed. This is also where you can view your *Transfer Coursework Evaluation*.

Find

Worksheets Plans Notes Petitions Exceptions GPA Calc

Format:

Include in-progress classes  Include preregistered classes [Class History](#)

- 5) Degree Works groups similar information together on this page in sections referred to as "blocks".

**Student View** AE311UCU as of 01/27/2017 at 15:04

Student	Testapp, Testy Quinton	Level	Undergraduate
ID	[REDACTED]	Major	Geology (BS)
Class	Junior	Minor	
Advisors	Dale, Patricia H Cress, Nicole T	Concentration	
Academic Standing	Good Standing	Admit to College	
Cumulative GPA	3.65	Cumulative Earned Hours	71
Hold Status			

If you need assistance in interpreting this report, please contact your academic advisor or your Dean's Office.

If you are currently registered for an ASU course for which you have already received a passing grade and earned hours, Degree Works may incorrectly show the course fulfilling multiple degree requirements until grades are posted for the repeated course. After grades are posted, ONLY the most recent credit and grade will be used in the Degree Works worksheet (unless the course is listed as one that can be repeated for credit). Please be aware of this as you review your progress towards completion of degree requirements.

**Legend**

- Complete
- Not Complete
- Complete except for classes in-progress
- Nearly complete - see advisor
- (T) Transfer Class
- Any course number

**Geology (GC)** Catalog Year: 2016-2017 Credits Required: 122

Unmet conditions for this set of requirements:

- General Education Requirements Still Needed: See General Education Requirements section
- You meet the minimum GPA requirement.
- Major Requirements Still Needed: See Major in Geology section

**General Education Requirements** Catalog Year: 2016-2017



For detailed General Education Program of Study information, click here

Requirement	Course	Grade	Credits	Term
<input checked="" type="checkbox"/> First Year Seminar	UCO MET	Satisfied by	FIRST YEAR SEMINAR MET	TRCR 0 Fall 2014
<input checked="" type="checkbox"/> First Year Writing	ENG 1000	Satisfied by	UCOMET - FIRST YEAR SEMINAR MET - Asheville Buncombe Tech CC EXPOSITORY WRITING	TRB 2 Fall 2014
<input type="checkbox"/> Second Year Writing		Still Needed:	3 Credits in Second Year Writing	
<input checked="" type="checkbox"/> Quantitative Literacy	MAT 1020	Satisfied by	COLLEGE ALGEBRA W/APPLIC MAT161/161A - COLLEGE ALGEBRA/LAB - Asheville Buncombe Tech CC	TRB 4 Fall 2014

- 6) In the next section you will see a block which contains additional student information. If your Advisor's name is listed here, you may email that advisor by clicking on their name in this block.

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Advisors	Dale, Patricia H Crees, Nicole T 
Academic Standing	Good Standing
Cumulative GPA	3.65
Hold Status	
Level	Undergraduate
Major	Geology (BS)
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Concentration	
Admit to College	
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- 7) Below the first block, a legend is provided to show you what each symbol on the page means, such as courses which are currently in progress, complete, or not complete.

Legend		
<input checked="" type="checkbox"/> Complete	 Complete except for classes in-progress	 Transfer Class
<input type="checkbox"/> Not Complete	 Nearly complete - see advisor	 Any course number

- 8) The next block shows a simple summary of your degree requirements and indicates the fulfillment status of each requirement or refers you to other blocks.

Geology (6C)		Catalog Year:	2016-2017	Credits Required:	122
Unmet conditions for this set of requirements:		A minimum of 122 semester hours is required. You currently have 74 (this includes the courses for which you are registered); you still need 48 more semester hours after completing your current coursework to meet the minimum hour requirement. However, you may need additional hours to complete all remaining degree requirements. The last 30 hours must be taken in residence			
<input type="checkbox"/> General Education Requirements	Still Needed:	See <a href="#">General Education Requirements</a> section			
<input checked="" type="checkbox"/> You meet the minimum GPA requirement.					
<input type="checkbox"/> Major Requirements	Still Needed:	See <a href="#">Major in Geology</a> section			

- 9) The next block shows a summary of **General Education requirements**. Each course that has satisfied a Gen. Ed. requirement is clearly marked. You can also see when the course was taken and other information about the course, including the grade received.

General Education Requirements						Catalog Year:	2016-2017
For detailed General Education Program of Study information, click here							
<input checked="" type="checkbox"/> First Year Seminar	UCO MET	Satisfied by	FIRST YEAR SEMINAR MET	TRCR	0	Fall 2014	
<input checked="" type="checkbox"/> First Year Writing	ENG 1000	Satisfied by	EXPOSITORY WRITING	TRB	3	Fall 2014	
<input type="checkbox"/> Second Year Writing	Still Needed: 3 Credits in Second Year Writing						
<input checked="" type="checkbox"/> Quantitative Literacy	MAT 1020	Satisfied by	COLLEGE ALGEBRA W/APPLIC	TRB	4	Fall 2014	
<input checked="" type="checkbox"/> Wellness Literacy	H_P 1105	Satisfied by	HEALTH AND FITNESS	TRB	3	Fall 2014	
<input type="checkbox"/> Fine Arts Designation	Still Needed: 3 credits of Fine Arts (FA) within an Integrative Learning Experience theme or the Liberal Studies Experience.						
<input checked="" type="checkbox"/> Historical Studies Designation	HIS 1200	Satisfied by	AMERICAN HISTORY	TRC	3	Fall 2014	
<input checked="" type="checkbox"/> Literary Studies Designation	ENG ELEC	Satisfied by	ENG ELECTIVE CREDIT	TRA	3	Fall 2014	
<input type="checkbox"/> Social Sciences Designation	Still Needed: 3 credits of Social Sciences (SS) within an Integrative Learning Experience theme or the Liberal Studies Experience.						
<input type="checkbox"/> INTEGRATIVE LEARNING EXPERIENCE	Still Needed: You have taken 0 credit(s) and need 9 more in this theme.						
<input type="checkbox"/> LIBERAL STUDIES EXPERIENCE (AT LEAST THREE DISCIPLINE PREFIXES)	Still Needed: You have taken 0 credit(s) and need 12 more in this area.						
<input checked="" type="checkbox"/> SCIENCE INQUIRY	BIO 1101	Satisfied by	BIOLOGY IN SOCIETY I	TRC	4	Fall 2014	
<input checked="" type="checkbox"/> Biology in Society	BIO 1102	Satisfied by	BIOLOGY IN SOCIETY II	TRA	4	Fall 2014	

- 10) There may be a block after the Gen Ed Block that shows special requirements for your major. This example shows a “Foreign Language Requirements” block.

Foreign Language Requirements		Catal
<input type="checkbox"/> FOREIGN LANGUAGE REQUIREMENT	Still Needed:	Choose from 1 of the following:
<input type="checkbox"/> INTERMEDIATE LEVEL FOREIGN LANGUAGE		( Choose from 2 of the following: ) or
<input type="checkbox"/> Intermediate Foreign Language Course 1		( 1 Class in <b>ARB</b> 1040 or <b>CHN</b> 1040 or <b>FRE</b> 1040 or <b>GER</b> 1040 or <b>JPN</b> or <b>POR</b> 1040 or <b>RSN</b> 1040 or <b>SNH</b> 1040 ) and
<input type="checkbox"/> Intermediate Foreign Language Course 2		( 1 Class in <b>ARB</b> 1050 or <b>CHN</b> 1050 or <b>FRE</b> 1050 or <b>GER</b> 1050 or <b>JPN</b> or <b>POR</b> 1050 or <b>RSN</b> 1050 or <b>SNH</b> 1050 )
<input type="checkbox"/> Intermediate Foreign Language Course		( 1 Class in <b>FRE</b> 1060 or <b>GER</b> 1060 or <b>SNH</b> 1060 ) or
<input type="checkbox"/> Higher Level Foreign Language Courses		( 6 Credits in <b>CHN</b> 2000:4999 or <b>FRE</b> 2000:4999 or <b>GER</b> 2000:4999 or <b>JPN</b> 2000:4999 or <b>RSN</b> 2000:4999 or <b>SNH</b> 2000:4999 )

- 11) The next block is the **major** summary. Courses which have satisfied major requirements are displayed as well as major courses currently in progress.

Major in Chemistry		Catal
Unmet conditions for this set of requirements:		A minimum of 18 semester hours must be taken in residence. A minimum of 23 sh above the 1000 level is required. You have taken 0 but need 23 more hours.
<input type="checkbox"/> Writing in the Discipline Course (WID)	Still Needed:	Writing in the Discipline Course still needed.
<input type="checkbox"/> Capstone Course (CAP)	Still Needed:	Capstone Course still needed.
<input type="checkbox"/> MAJOR REQUIREMENTS		
For Chemistry Electives, CHE 3560, CHE 3561, & CHE 4580 are recommended. If CHE 3560 & CHE 4580 are chosen, this degree is approved by the American Professional Training.		
<input checked="" type="checkbox"/> Introductory Chemistry I	CHE 1101 Satisfied by	INTROD CHEMISTRY I CHE25 - Advanced Placement Credit APCR
<input checked="" type="checkbox"/> Introductory Chemistry I Lab	CHE 1110 Satisfied by	INTROD CHEMISTRY LAB I CHE25 - Advanced Placement Credit APCR
<input checked="" type="checkbox"/> Introductory Chemistry II	CHE 1102 Satisfied by	INTROD CHEMISTRY II CHE25 - Advanced Placement Credit APCR
<input checked="" type="checkbox"/> Introductory Chemistry II Lab	CHE 1120 Satisfied by	INTROD CHEMISTRY LAB II CHE25 - Advanced Placement Credit APCR
<input type="checkbox"/> Organic Chemistry I	Still Needed:	1 Class in CHE 2201
<input type="checkbox"/> Organic Chemistry I Lab	Still Needed:	1 Class in CHE 2203
<input type="checkbox"/> Organic Chemistry II	Still Needed:	1 Class in CHE 2202
<input type="checkbox"/> Organic Chemistry II Lab	Still Needed:	1 Class in CHE 2204

- 12) In addition to major requirements, you may see a block with requirements specific to certain majors or minors. (This would show concentration requirements and/or your minor course requirements, if you have a specific major concentration, or if you have a minor.)

*Here is a Minor Block:*

Minor in Communication		Catalog Year:
Unmet conditions for this set of requirements:		18 semester hours are required. You currently have 0; you still need 18 more semester hours. A minimum of 9 semester hours must be taken in residence.
<input type="checkbox"/> Foundations of Human Communication	Still Needed:	1 Class in COM 1200
<input type="checkbox"/> Public Speaking	Still Needed:	1 Class in COM 2101
<input type="checkbox"/> Electives	Still Needed:	6 Credits in COM @
<input type="checkbox"/> Upper level electives	Still Needed:	You must select courses with your advisor.

Here is a Concentration Block:

Concentration Requirements					
✓ Electives Outside the Major Discipline	E_S 2032	HUMAN ANAT & PHYSIOLOGY II	A	4	Spring 2012
	BIO ELEC	BIO ELECTIVE CREDIT	APCR	3	Fall 2009
	Satisfied by	BIO40 - Advanced Placement Credit			
Free Electives	E_S 2031	HUMAN ANAT & PHYSIOLOGY I	A	4	Fall 2011
	GHY 1040	INTROD TO HUMAN GEOGRAPHY	APCR	3	Fall 2009
	Satisfied by	GHY53 - Advanced Placement Credit			
	NUT 4552	MEDICAL TERMINOLOGY/REC	--	(1)	2012 Summer1
Conc in Natural Science					
					Catalog Year: 2009-2010
	BIO 1101	BIOLOGY IN SOCIETY I	A	4	Spring 2010
	BIO 1801	BIOLOGICAL CONCEPTS I	A	4	Fall 2010
	BIO 1802	BIOLOGICAL CONCEPTS II	A	4	Spring 2011
	BIO 2400	GENETICS	A	3	Fall 2011
	BIO 3308	MICROBIOLOGY	--	(4)	Fall 2012
	CHE 2101	FUND OF ORGANIC CHEMISTRY	A	3	Spring 2012
	CHE 4580	BIOCHEMISTRY I	--	(3)	Fall 2012
Course Requirements					

13) The next block lists all general elective courses that do not count in General Education, Major, Concentration, Minor or any other requirement. In DegreeWorks, these are called "Fallthrough Courses."

Fallthrough Courses					Credits Applied: 19	Classes Applied: 7
CHE 2203	ORGANIC CHEMISTRY LAB I		A	1	Spring 2012	
ENG 1100	INTROD TO LITERATURE		APCR	3	Fall 2009	
	Satisfied by:	ENG37-3 - Advanced Placement Credit				
PSY 2400	PSYCH OF PERSONALITY		A	3	Fall 2009	
PSY 2401	ABNORMAL PSYCHOLOGY		TRA-	3	Fall 2009	
	Satisfied by:	PSY281 - Forsyth Technical Comm College				
PSY 3210	CHILD & ADOLESCENT PSYCHOLOGY		--	3	Fall 2012	
PSY 3653	HEALTH PSYCHOLOGY		B+	3	Spring 2012	
PSY 4562	PSYCH OF ADULTHOOD & AGING		--	3	Fall 2012	

14) You may see a block shows courses that cannot apply to degree requirements next. These courses are insufficient due to grades, repeats, or other reasons.

Attempted					Credits Applied: 0	Classes Applied: 2
COM 2101	PUBLIC SPEAKING		WC	0	2012 Summer2	
NUT 2201	FOODS & NUTRIT CHILDREN		F	0	2012 Summer2	

15) The next block shows all courses currently in progress. This includes registered courses for future terms. Note that the course term is listed on the right.

In-progress					Credits Applied: 18	Classes Applied: 6
HIS 1200	AMERICAN HISTORY		--	3	Fall 2012	
HPC 3400	RESIDENT ASSISTANT DEV		--	3	Fall 2012	
SOC 1110	SOCIOLOGY INTIMATE RELATIONSHIPS		--	3	Fall 2012	
SOC 2020	SOCIAL DEVIANCE		--	3	Fall 2012	
THR 2010	ANALYZING STYLE & FORM THEATRE		--	3	Fall 2012	
UCO 1200	21st CENTURY LTD: PLANET EARTH		--	3	Fall 2012	

