DegreeWorks

DegreeWorks is a web-based academic advising, degree audit, and transfer articulation tool. It gives a student the ability to track their progress within a program using data from LSSC's Student Records system. DegreeWorks provides a very complete and easy to read degree audit for their current major with all of that programs common curriculum requirements. Additionally, the DegreeWorks software will allow a student to do "what if" scenarios by temporarily changing to another program or major.

WHAT ARE THE BENEFITS IN USING DEGREEWORKS?

DEGREEWORKS will help you:

- Determine what requirements you need to fulfill in order to complete your degree.
- Identify what requirements you have completed in the general education and program areas.
- View individual course grades, cumulative grade-point average (GPA), and major average.
- Determine which courses you have taken or transferred, and which ones count as electives.
- View transfer credits, waivers, and exemptions applied toward degree.
- See how your coursework could be applied toward another program using the What If option.
- Project grade performance using the GPA calculator.
- Estimate how many semesters it will take you to graduate.
- Plan future course schedules utilizing the Planner option to see how your selections will affect the progress towards your degree.
- Learn the prerequisites and co-requisites for courses by clicking on the course numbers.

Logging on to DegreeWorks (accessed via LOIS)

Note: *Internet Explorer and Firefox are recommend browsers for accessing DegreeWorks. Also, please ensure that your "Popup Blocker" is off before attempting to access the system.*

FAQ's

What is an audit?

A DegreeWorks audit is a review of past, current and "planned" coursework that provides information on completed and outstanding requirements necessary to complete a degree.

Can I access DegreeWorks on any computer?

Yes. Access to DegreeWorks is through the Web. Anywhere you can log in to LSSC's LOIS, you can access DegreeWorks.

Is my information confidential?

Yes. Like other processes you use through at LSSC, DegreeWorks is accessed through your secure log in. Remember that your advisor, faculty, and selected staff will be able to view the information contained in DegreeWorks.

How current will my information be in DegreeWorks?

The information in DegreeWorks is refreshed each night - new audits are run twice, weekly. It make take up to three days for information (e.g., grade changes or classes added/dropped) will be seen in DegreeWorks.

Can I register for classes in DegreeWorks?

No. DegreeWorks is a snapshot of courses in-progress, planned, and in academic history. Registration will continue to be handled through LSSC's LOIS.

Can I see how many classes I have left to fulfill my degree requirements?

Yes. DegreeWorks is laid out in block format displaying degree requirement information. Look for unchecked boxes to identify requirements that you still need to complete.

Will I be able to plan for future courses?

Yes. See the Planner section for information.

Are my grades visible in DegreeWorks?

Yes. Once grades have been processed at the end of the semester, they are viewable in DegreeWorks following the nightly refresh. Courses in-progress are listed with an "NA" grade.

Is DegreeWorks a transcript? Is this the same as my transcript?

No. DegreeWorks is an unofficial audit of your coursework, as well as an outline of requirements still needed to complete your program of study.

Can I see a list of all of the classes I've taken?

Yes. On the Audit tab, click on the Class History link at the top for a printable list of courses taken at LSSC as well as transfer courses.

What do I do if I believe my academic information is incorrect?

You should consult your academic advisor for a review of your audit. Any exception to program requirements should be discussed with your advisor or academic department personnel.

How can I update information?

You cannot update course information in DegreeWorks. To change your program, you must submit a Program Change form to the Enrollment Services Department.

USING THE AUDIT

What will my audit show me?

Your audit will display the courses you've taken or are registered for and will show you any degree requirements that are being met by the courses you've taken or that may be met upon satisfactory completion of courses in progress.

Will I be able to view my entire course history?

DegreeWorks uses the information that is current for your transcript. You will be able to view any courses that have been completed/registered for/transferred by the date your audit was last refreshed. (Data are refreshed nightly.) Keep in mind that any transfer work or grade changes that have not been formally submitted and accepted will not appear on your audit.

If I think my audit is incorrect, whom do I contact?

Your academic advisor is your primary point of contact. .

How do I know what classes I need to take?

Your audit will outline for you courses still needed to meet degree requirements within each specific block. You may then use this information to discuss your plan with your academic advisor.

Why isn't there a check mark next to a requirement I've already completed?

Your academic advisor is your primary point of contact. If your advisor determines that your audit is incorrect, he/she will contact the Office of the Enrollment Services for assistance.

Why isn't my transfer work meeting a requirement?

There could be two reasons. First, the course did not meet either the minimum number of credits and/or minimum grade requirement for use in your program of study. Second, all requirements have been met and this course is simply not needed.

If I withdraw from a class, will that be reflected in my audit?

Courses from which you have withdrawn will appear in the "Insufficient" block on your audit.

My advisor told me that a course I took would be substituted for a requirement. Why doesn't this information appear in my audit?

You should contact your advisor to resolve any substitution issue. Any waivers, substitutions, or exceptions for program requirements must be communicated to your Academic Advisor.

If all of the boxes are checked, does that mean I'm graduating?

Yes, subject to final review by the Director of Enrollment Services. If you are interested in receiving a printed diploma, you will have the opportunity to apply for graduation and pay the graduation fee by the deadline posed in the academic calendar.

USING WHAT IF

What is the "What If" feature?

The "What If" function allows you to "hypothetically" change your program. The "What If" audit will show you what coursework is required for the new program, what courses you have taken that satisfy requirements, and what courses are still left for you to take.

If I use the "What If" feature does this mean that I have changed my major?

No. The "What If" function is for information purposes only. You will see the header "What If" Audit displayed at the top of the audit whenever an audit is run on a "What If" scenario.

I'm thinking of changing my program. Will I be able to see how my current classes fit into my "What If" program?

Yes. The "What If" function will perform an audit based on the hypothetical program and will show how your completed, current, and planned coursework meets the requirements of the hypothetical program.

Can my advisor see my "What If" scenario?

Since "What If" scenarios are not stored on DegreeWorks, your advisor can only see your results if the two of you work through a "What If" procedure together.

Can I save a 'What If" scenario?

No. "What If" plans are not saved on DegreeWorks. You would need to run a new "What If" scenario next time you log in to see it again.

Can I print a "What If" scenario?

Yes. If you want to share it with your advisor at a later date, you should print your "What If" scenario.

If I like what I see in a 'What If' scenario, how do I initiate the changes?

Always speak with your advisor first. After consulting with your advisor you will need to initiate changes to your academic program by completing a change of program form with your advisor and then submitting the form to the Office of Enrollment Services.

CALCULATORS

What does the Advice Calculator show?

The Advice Calculator will show you your estimated cumulative GPA after you fill in hypothetical grade information. By putting in your current earned units and GPA and placing your in-progress courses in the table (this all will default in for you) along with the grade you anticipate receiving for each course; you will see a revised cumulative GPA based on the estimates you provided.

Is this calculated GPA guaranteed?

No. This is an estimate only.