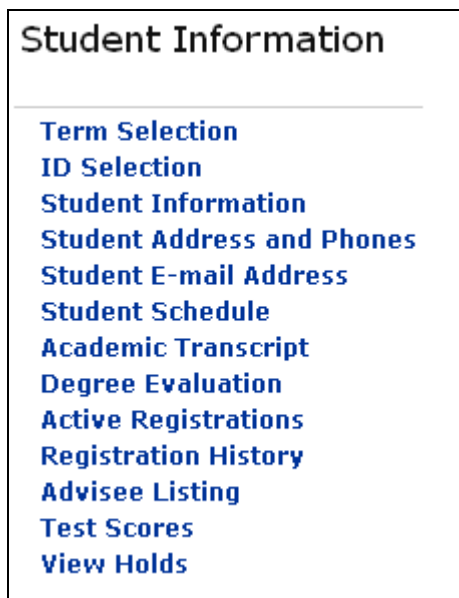


Checking CAPP for Degree Audits for Faculty Advisors

1. Go to Homer Connect, and log in with your Ithaca College ID number and Pin.
2. Click on **Faculty and Advisors**. The following screen will appear.



3. Click on **Student Information Menu**. The following screen will appear.




4. From here, there are two ways to get a student's degree audit.
 - a. If the student is your advisee, you can click on **Advisee Listing**, scroll to the advisee's name and click on the View link under the Degree Evaluation Column (furthest column to the right).

- b. Or, you can click on the link for **Degree Evaluation**, select the current term from the drop-down box and click Submit. Then you can search for the student by ID or Name and click Submit, verify the name of the student you are working with.
5. The screen for degree evaluation should appear. If a student is registered for more than one program, all programs will appear.

Degree Evaluation 900012632 Lorie J. Holmes-VanDusen
Nov 05, 2006 11:41 am

Information for [Vincent H. VanDusen](#)

 Select a program to view the most recent evaluation results. If a program has no link you will need to generate a new evaluation before you can view the results.

Curriculum Information

Primary Curriculum

Program: English
Catalog Term: Fall 2004
Level: Undergraduate
Campus:
College: School of H & S
Degree: Bachelor of Arts

Secondary Curriculum

Program: Integrated Marketing Commn
Catalog Term: Fall 2005
Level: Undergraduate
Campus:
College: Park School of Communication
Degree: Bachelor of Science

First Major: Integrated Marketing Comm
Department: Television & Radio


Minors: Business Administration

E-mail [Vincent H. VanDusen](#)

[[Previous Evaluations](#) | [Generate New Evaluation](#) | [What-if Analysis](#)]

6. To produce a degree audit for this student, click on **Generate New Evaluation** at the bottom center of the page. A screen similar to the one below will appear.

Information for [Vincent H. VanDusen](#)

 To generate a new evaluation, select a program, degree, major and anticipated graduation term and then select Generate Request.


Program: English
Degree: Bachelor of Arts
Major: English

Program: Integrated Marketing Commn
Degree: Bachelor of Science
Major: Integrated Marketing Comm

Term:

7. If a student is registered in more than one program, click in the radio button next to the program you wish to generate a degree audit for, then click the **Generate Request** button.
8. Different display options are available

Information for [Vincent H. VanDusen](#)

 Please select the desired display.

General Requirements
 Detail Requirements
 Additional Information

- a. **General Requirements** produces a summary Program Evaluation listing the courses that have been completed along with grade for each course. If the student is currently enrolled in the course, a '*' is displayed. Courses are divided into sections and at the top is an indication if the requirements for this section are complete or not (it either says 'Met' or 'Not Met'). Those areas that are not met have **red** print. There is no indication on this report as to what is missing. Below is a sample of what this report generates.

Information for [Vincent H. VanDusen](#)



This is NOT an official evaluation.

Program Evaluation

Program :	Integrated Marketing Commn	Catalog Term :	Fall 2005
Campus :		Evaluation Term :	Fall 2006
College :	Park School of Communication	Expected Graduation Date :	May 09, 2008
Degree :	Bachelor of Science	Request Number :	1
Level :	Undergraduate	Results as of :	Nov 05, 2006
Majors :	Integrated Marketing Comm	Minors :	Business Administration
Departments :	Television & Radio	Concentrations :	

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	120.000	75.000		27
Required Institutional :	Yes	48.000	71.000		26
Program GPA :	Yes	.00	3.148		
Overall GPA :	Yes	2.50	3.148		
Other Course Information					
Transfer :			4.000		1
In Progress :			15.000		5

This is NOT an official evaluation.

Area : **Integrated Marketing Comm Reqs (69.000 credits) - Not Met**

3.000 A 200520 - ECON 12200 Principles of Microeconom
 3.000 C+ 200620 - ACCT 22500 Financial Accounting
 3.000 A- 200640 - COMP 11000 Computers and Information
 3.000 A- 200640 - GBUS 20300 Legal Environment of Busi

12.000 Credits 3.425 GPA

Area : **Non-Communications Requirement (60.000 credits) - Met**

4.000 T 200440 - MATH 11100 Calculus AB
 1.000 A 200520 - BINT 10000 First Year Seminar in Bus
 3.000 A- 200520 - BINT 10100 World of Business
 0.500 P 200520 - PALS 02600 Basic Tennis
 0.500 P 200520 - PALS 08000 Volleyball I
 1.000 P 200520 - SPMM 29201 Mini-Course in SM & M
 4.000 B+ 200520 - WRTG 16300 Writing Seminar: Business
 3.000 P 200540 - BIOL 11500 Essentl Of Biol
 3.000 D+ 200540 - COMP 10500 Intro to Web Programming
 3.000 C- 200540 - ECON 12100 Principles of Macroeconom
 4.000 A- 200540 - MATH 14400 Business Statistics
 3.000 C+ 200540 - SPCM 11000 Public Communication
 3.000 A- 200620 - FINA 20300 Financial Mkts/Inst
 3.000 S 200620 - PHIL 10100 Intro to Philosophy
 3.000 B+ 200620 - PSYC 10300 General Psychology
 3.000 B 200640 - ACCT 22600 Management Accountng
 3.000 B 200640 - MGMT 20600 Org Behavior & Mgmt
 3.000 A 200640 - PHYS 17500 Stars,Galaxies & Universe
 3.000 * 200720 - CSCR 10100 Intro to Multicultural
 Studies
 3.000 * 200720 - FINA 31100 Business Finance
 3.000 * 200720 - HRM 30200 Appl Ethical Iss in Mgmt
 3.000 * 200720 - MGMT 26000 Business Syst &
 Technology

60.000 Credits 3.056 GPA

- b. **Detail Requirements** provides a listing of the specific requirements for each area and for each requirement, indicates whether it has been met or not met. It is important on this output to notice what it says in the column labeled 'Condition'. The 'And' and 'Or' are very important to understanding whether or

not a requirement has been met. When there is an 'Or' situation, and the requirement is met, it still shows the second option for the condition as if it were not met. When all conditions for an area are met, the options will be 'grayed out'. The Registrar's Office is working on making this more readable, but for now, please pay close attention as to whether a piece of a requirement area is met or not.

Area : Focused Curricular Choice (33.000 credits) - Not Met													
Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Att
Yes		1- SELF/SOC	12 cr. Self & Society (1)						200540	ECON	12100	Principles of Macroeconom	1
									200520	ECON	12200	Principles of Microeconom	1
									200620	PHIL	10100	Intro to Philosophy	1
									200620	PSYC	10300	General Psychology	1
Yes	AND	2A- SCIENCE	6 cr. Science (2A)						200540	BIOL	11500	Essentl Of Biol	2A
									200640	PHYS	17500	Stars,Galaxies & Universe	2A
Yes	AND	2B-MATH	3 cr. -Math/Formal Reason (2B)						200440	MATH	11100	Calculus AB	2B
No	AND	3A-LANG	6 cr. Language (3A)						200540	SPCM	11000	Public Communication	3A
No	AND	3B-VIS ART	6 cr. Visual & Perf Art (3B)										
												Total Credits	
unofficial evaluation													

- c. **Additional Information** – shows how the student's current courses are applied to the requirements of the program selected. This is not a full picture of the student's progress toward a degree, and would only be recommended for use in specific situations.

NOTES:

If you see something that doesn't look correct, please e-mail CAPP@ithaca.edu to report it.

LEGEND of Codes:

Source Column

H = course is in student record history

R = student is registered for the course

E = student is exempted through placement exam