Degree audit

Program Requirements Review

The degree Audit Section in your Student Summary provides visibility into your academic history and progress with the program you are admitted into.

Steps to View

- Log in to the SMS

- Access the Academic Summary

- Click the program you want to review (you will see only programs you have completed or are currently enrolled into)

- On the Outcome page, expand Degree Audit

- When you need help with the degree audit, make sure to submit your request to the registrar at tcmi.edu/support

Reading the Degree Audit

The Degree Audit view is refreshed each time you open the page. If you see inaccurate information, make sure to contact the registrar.

- Scroll to Degree Audit

- Expend the element by clicking on the arrow

The Degree Audit page
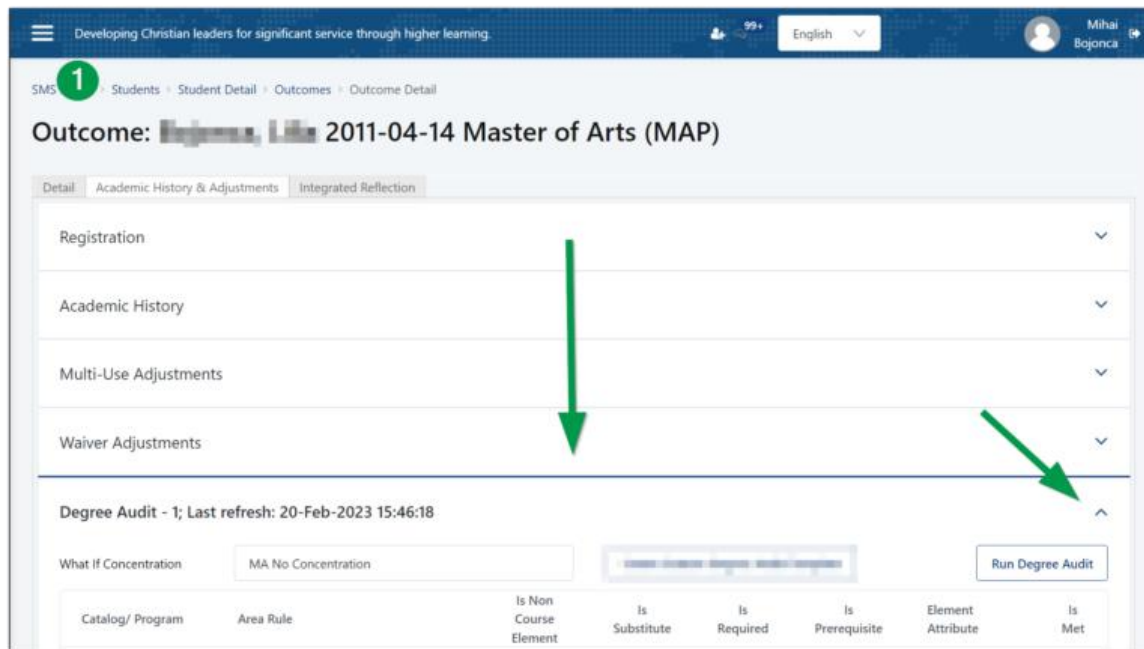
Scroll and Extend the Degree Audit element

The Degree Audit Table

- Ensure the date is current; if not, "Run Degree Audit"

- Table Headers

  1. Catalog/Program – display the catalog year of your admission and course area name

  2. Area Rule – displays the definition of area and calculations of your progress in a specific area(how many courses are required from a specific block)

  3. Is non Course Element

  4. Is Substitute – in case other courses were substituted for a required one

  5. Is Required – displays all courses required for your specific program, year and track

  6. Is prerequisite – in case a course is required as prerequisite for other courses

  7. Element Atribute

8. Is met – means that the completion requirement for the specific course has been satisfied

- First row will display general Program requirement and definition

- A completed course will show in bold with a checkmark in the "Is Met" column and the Area calculation will be updated

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