Using UNA Portal for Advising

University Advising Services
First-Year Advisor Program

**May 23, 2016**

Using UNA Portal for Advising

Although there are many tabs in UNA Portal that are used by faculty and staff alike, this document focuses on those needed for academic advising.

Once you login to UNA Portal, you will notice several tabs across the top. (You can always access Self-Service Banner the way you did in the past by clicking on the Faculty or Employee tab at the top, then clicking on the link for Self-Service Banner).

However, there is now an **Advisor** tab for everyone who is a First-Year Advisor or major advisor at UNA.
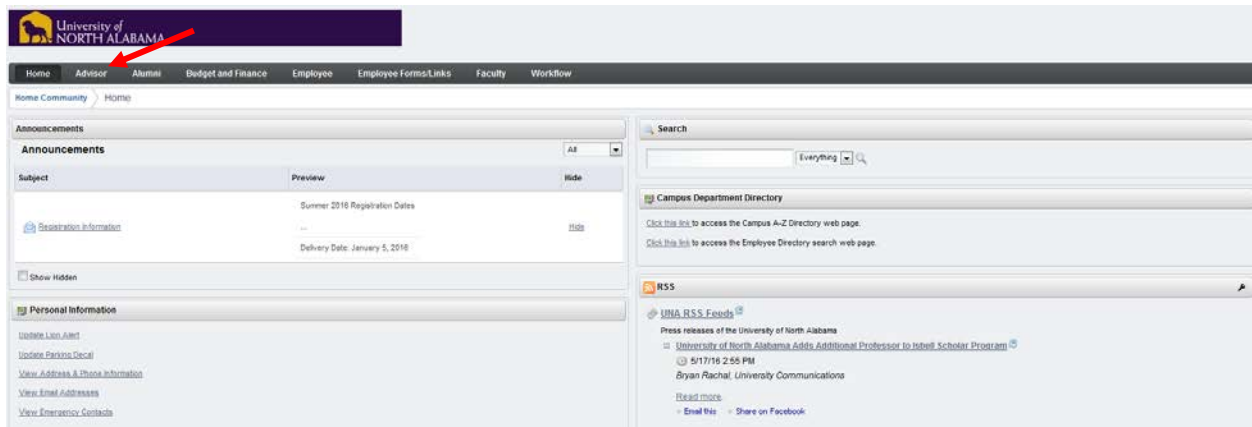
When you click on **Advisor**, the following screen appears:
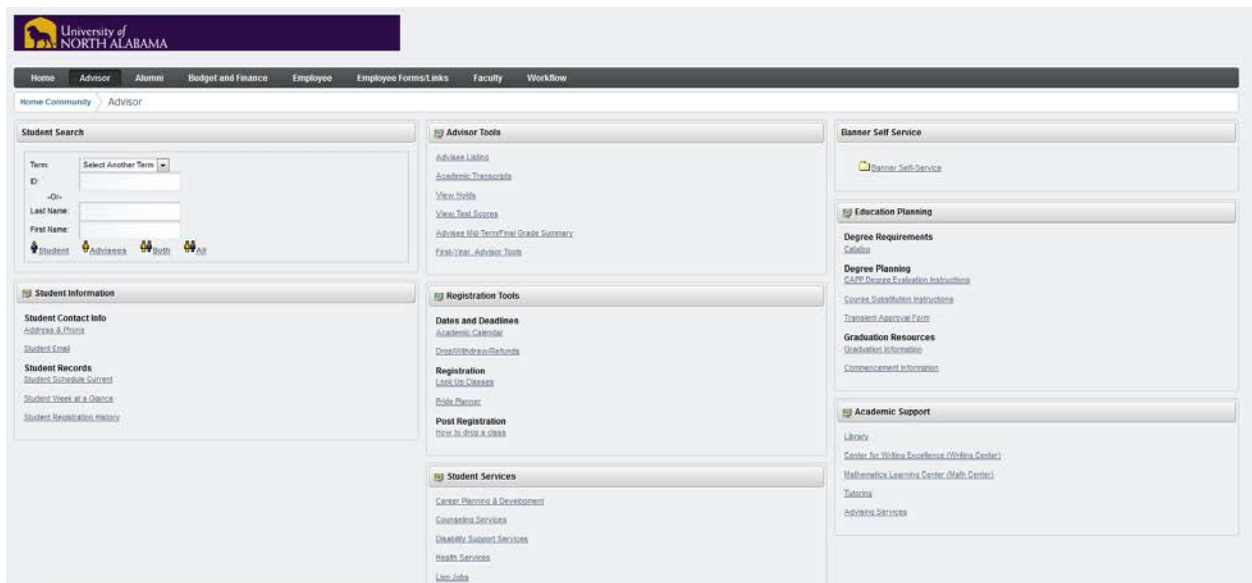
Everything you will need as an advisor is right here! This keeps you from going from place to place like you used to do with the old access to student information.

There are three columns that are divided into several sections.

- First column has **Student Search** and **Student Information** sections
- Second column has **Advisor Tools**, **Registration Tools**, **Student Services** sections
- Third column has original link to **Self-Service Banner**, **Education Planning**, and **Academic Support**
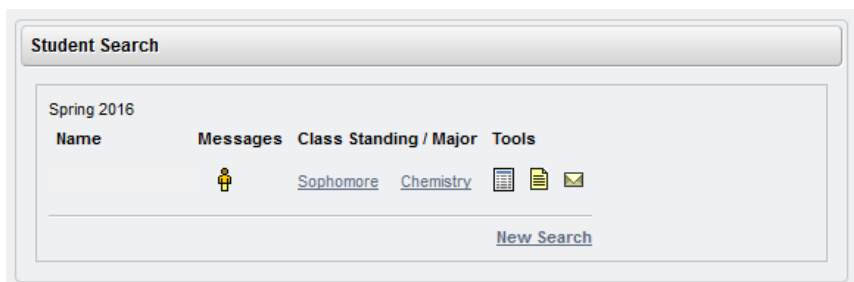
Student Search

If you are looking for information on a particular student in one of your classes, you can select the current term, type in the student's last name, and click on Student. If that student were in a class of yours, this is what you would see:
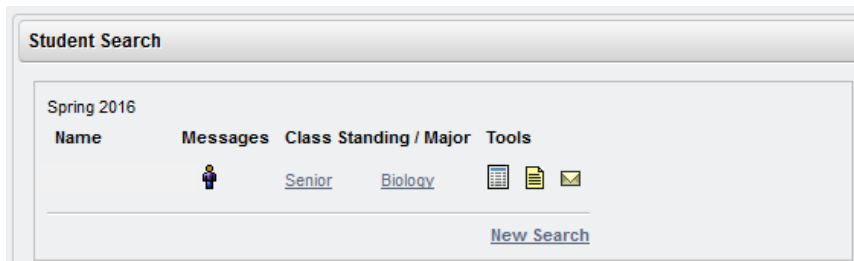

The last section "Tools" shows three icons. They are:

- **Transcript** icon – takes you to their transcript in Banner
- **Test Scores** icon – takes you to their test scores in Banner
- **Email** icon –allows you to email the student through your Outlook

If you want to look specifically at one of your advisees, you can type in his/her last name after selecting the current term and clicking on Advisee and you get a similar window:

Finally, you can search for *any* student by last name. Depending upon how specific your search is, you might get a few names listed:

The red flag under Messages means that a student has a hold on his/her account that will prevent him/her from registering for classes and other activities depending upon the nature of the hold.

This screen also lists a student's class standing, major, and the same three icons as before.

If you click on the **Class Standing** for a particular student, you will get this screen:

The catalog year, and current major are listed.

If you click on the major from the original screen, you will get the following screen:

General Student Information

Information for

Student Information effective from Spring 2014 to The End of Time

Registered for Term:	No
First Term Attended:	Fall 2013
Last Term Attended:	Spring 2014
Status:	Active
Residence:	In-State Resident
Citizenship:	U.S. Citizen
Student Type:	Transfer
Class:	Junior
Primary Advisor:	Jana P. Beaver
Primary Advisor Type:	Advisor
Expected Graduation Date:	Dec 15, 2019
Expected Graduation Term:	Fall 2019
Expected Graduation Year:	2019-2020

Curriculum Information
Current Program
Bachelor of Bus Administration

Level:	Undergraduate
Program:	BBA in Professional Marketing
Admit Term:	Fall 2013
Catalog Term:	Fall 2013
College:	College of Business
Major and Department:	Professional Marketing, Management and Marketing
Major Concentration:	General Marketing

For this student, notice he/she began in Fall 2013 and the last term attended was spring 2014.

Registered for Term: No; he/she was last registered for Spring 2014.

He/she is also an in-state resident, a US Citizen, and is a junior transfer student.

NOTE: his/her primary advisor is listed next. If you find a freshman for whom no advisor is listed, please let University Advising Services know.

The expected graduation date and term is seven years from the intitial start term. This date and year will change once a student applies for graduation.

Other curriculum information is listed such as his/her degree, major, major concentration, etc. That information is what Banner says that student's major, etc. is.

Student Information

The second section is Student Information. Here you can look up a student's permanent address, phone number, and email. In addition, you can see a student's current class schedule, Student Week-At-A-Glance, and a student's registration history.

- **Student Registration History** - lists all of the classes in which a student has been enrolled by semester. Grades listed as the grades that are included on the transcript (grades and names have been blocked off to maintain confidentiality)

Advisor Tools

Under **Advisor Tools** (which is where you will spend most of your time), there are links to:

- **Advisee Listing** – lists your current assigned advisees; make sure you select the current semester

There are several important items here:

- o **Student Name** – student names have been omitted due to confidentiality
- o **ID (L number)**- has been omitted due to confidentiality
- o **Email** icon- allows you to email the student through Outlook
- o **Advisor Type** – whether you are advising a student in a particular concentration (mine is pre-health; you may not have one). Some of these are blank.
- o **Alternate PIN** – a student's PIN. This changes from semester to semester. You may print this page. Those students with no PIN listed are supposed to be graduating during the current semester, so no PIN is needed for any future semester
- o **Student Information** – allows you to view student information
- o **Holds** – allows you to view what holds a student has prior to pre-registration
- o **Test Scores** – allows you to view student test scores (ACT or SAT); transfer students may not have any scores listed as it is not a requirement for admission to UNA

    Remember that entry into English and Mathematics classes is depending upon ACT sub scores! There are no exceptions.

- o **Transcript** – allows you to view a student's transcript
- o **Degree Evaluation** – allows you to view a student's degree evaluation

- **Academic Transcripts** – allows you to view a student's academic transcripts as seen on Banner
- **View Test Scores**. If you have not already entered a student's name and/or L number, you will be prompted to do that. Clicking on the Submit button then takes you to a screen that looks like this:

Test Scores

This page lists the test scores for this student if the student is registered for the selected term.

Information for

Test Scores		
Test Description	**Test Score**	**Date Taken**
ACT English	27	Dec 01, 2013
ACT English	26	Jun 01, 2014
ACT English	32	Sep 01, 2014
ACT Math	24	Dec 01, 2013
ACT Math	24	Jun 01, 2014
ACT Math	26	Sep 01, 2014
ACT Reading	24	Dec 01, 2013
ACT Reading	25	Jun 01, 2014
ACT Reading	30	Sep 01, 2014
ACT Science Reasoning	24	Dec 01, 2013
ACT Science Reasoning	27	Jun 01, 2014
ACT Science Reasoning	29	Sep 01, 2014
ACT Composite	25	Dec 01, 2013
ACT Composite	26	Jun 01, 2014
ACT Composite	29	Sep 01, 2014

Return to Previous

- **View Holds**. This screen allows you to see which holds a student has and from which office on campus. Remind students that ALL holds must be resolved before a student can either pre-register for classes or register for classes. Some holds will prevent students from seeing their grades for the semester or requesting transcripts.

I usually write down the hold on the Advising Recommendation Form as a reminder to the student to get that hold resolved.

- **Advisee Midterm/Final Grade Summary** – it is here that you will find the midterm or final grades of your advisees to whom you have been assigned.

Notice on this student below that he/she did not receive any mid-term grades. It could have been that he/she did not have any D's or F's at midterm. It is also possible that the professors did not assign *any* midterm grades for *any* student. Because the fall semester is over, that is why the final grades are also listed. Also note that this student withdrew with a "WP" from CH 111 and CH 111L and from BI 200W.

Advisee Information

Advisee Course and Grade Information

Course	Credits	Level	Status	Grade		
10166 EN 231 Literature of the World I	3.000	UG	**Web Registered**Aug 18, 2014	Midterm:	Final: C	Grade in Academic History: C
10289 MA 112 Pre-Calculus Algebra	3.000	UG	**Web Registered**Aug 18, 2014	Midterm:	Final: F	Grade in Academic History: F
10708 CIS 125 Business Software Applications	3.000	UG	**Web Registered**Aug 18, 2014	Midterm:	Final: D	Grade in Academic History: D
11064 CH 111 General Chemistry	3.000			Midterm:	Final:	Grade in Academic History: WP
11068 CH 111L General Chemistry Laboratory	1.000			Midterm:	Final:	Grade in Academic History: WP
11636 BI 100 Pre-Health Professions Orient	1.000	UG	**Web Registered**Aug 18, 2014	Midterm:	Final: D	Grade in Academic History: D
14022 BI 200W Biological Literature	1.000			Midterm:	Final:	Grade in Academic History: WP

Below is another student who *did* receive several mid-term grades, a U in EN 099 and a D in CH 101. Also note that this student withdrew with a "WF" from MA 100, something you would not know about at mid-term. Basically, this student failed to complete the two remedial classes in which he/she was registered for that semester.

Advisee Information

Advisee Course and Grade Information

Course	Credits	Level	Status	Grade		
10082 EN 099 Basic English	3.000	UG	**Web Registered**Jun 06, 2014	Midterm: U	Final: U	Grade in Academic History: U
10204 MA 100 Intermediate Algebra	3.000			Midterm:	Final:	Grade in Academic History: WF
11054 CH 101 Introductory Chemistry	3.000	UG	**Web Registered**Jun 06, 2014	Midterm: D	Final: F	Grade in Academic History: F
11058 CH 101L Introductory Chemistry Lab	1.000	UG	**Web Registered**Jun 06, 2014	Midterm: B	Final: C	Grade in Academic History: C
11636 BI 100 Pre-Health Professions Orient	1.000	UG	**Web Registered**Jun 06, 2014	Midterm:	Final: B	Grade in Academic History: B
14421 FYE 101 First-Year Experience Seminar	1.000	UG	**Web Registered**Jun 06, 2014	Midterm:	Final: A	Grade in Academic History: A

- **First-Year Advisor Tools** – takes you to the First-Year Advisor Resource page

Registration Tools

Registration Tools

Dates and Deadlines
Academic Calendar

Drop/Withdraw/Refunds

Registration
Look Up Classes

Pride Planner

Post Registration
How to drop a class

- **Academic Calendar** – takes you to the webpage (https://www.una.edu/calendar/#/academic) that has the university's academic calendar
- **Drop/Withdraw/Refunds** – takes you to the webpage that lists important dates in the semester as well as semester exam schedules
- **Look Up Classes** – VERY IMPORTANT RESOURCE!! When you click on this and select a term, the following screen appears.
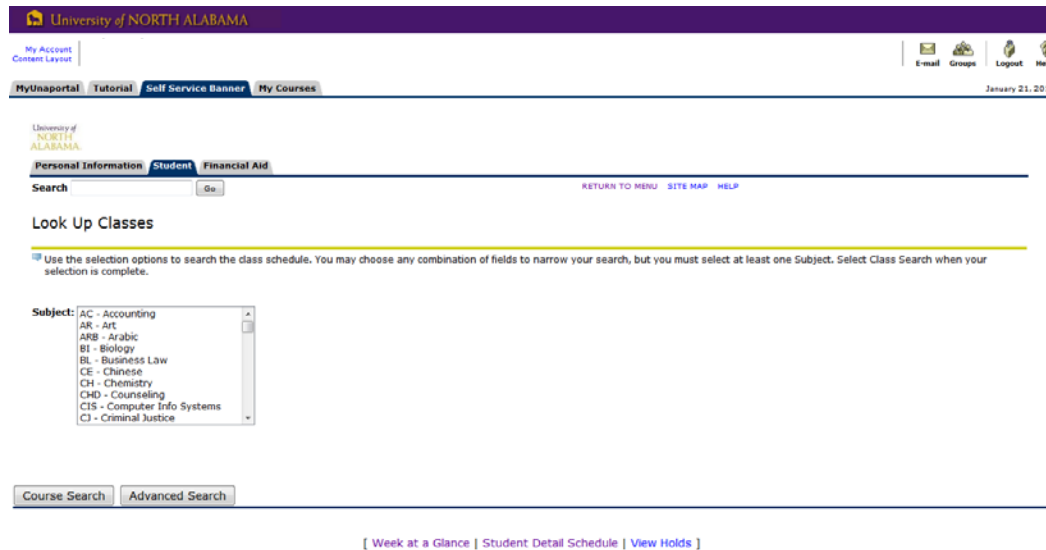
If you clicked on Accounting, then **Course Search**, you should see a list of all accounting classes offered for the semester you chose, in this case fall 2016. You will likely have to scroll down to see the complete list.

If you click on **View Sections** on Accounting 291, here is what you would see:

Look Up Classes

Select the box in front of the CRN (C identifies a closed class) and choose Register or Add to Worksheet.

For textbook tips or help in finding your necessary course materials, visit the UNA website for details.

Sections Found
AC - Accounting

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	XL Cap	XL Act	XL Rem
C	13559	AC	291	01	M	3.000	Accounting Concepts I	MWF	09:00 am-09:50 am	40	40	0	0	0	0
C	13560	AC	291	02	M	3.000	Accounting Concepts I	MWF	10:00 am-10:50 am	40	40	0	0	0	0
SR	13561	AC	291	03	M	3.000	Accounting Concepts I	TR	09:30 am-10:45 am	41	17	24	0	0	0
SR	13562	AC	291	04	M	3.000	Accounting Concepts I	TR	02:00 pm-03:15 pm	40	6	34	0	0	0
SR	14629	AC	291	I01	M	3.000	Accounting Concepts I		TBA	25	2	23	0	0	0

New Search

This allows you to see the course sections available, their times, and the current enrollment as well as the professors who are teaching the sections (there is more on the screen that is not shown). Class locations are also listed. If the registration period had been open, the first column would give you the option of clicking on an open box to register for the class (if you were a student!)

- **Pride Planner** – a pdf file of how to use the Course Scheduler; students learn how to use this during SOAR

Post Registration

- **How to Drop a Class** – takes you to the Registrar's website that describes the steps a student must do to drop a class during the drop period.

Student Services

Lists several student support services to whom you might refer a student. Each takes you to the appropriate webpage.

Banner Self-Service

Self-explanatory; takes you to the old way of accessing Self-Service Banner

Education Planning

Degree Requirements

- **Catalog** – Takes you to the Registrar's webpage that lists the current UNA catalog and all past catalogs as pdf files

Degree Planning

- **CAPP (Curriculum Advising & Program Planning) Degree Evaluation Instructions** – shows you how to use CAPP Degree Evaluation (see below) - here you can run a degree evaluation on any student to see which courses have been completed and those that are still necessary based upon the major and minor that are in Banner. If the major and/or minor is incorrect, the degree evaluation will also be incorrect.

    - When you click on CAPP degree evaluation, you will be asked for either your student's name or L number so that he/she can be identified. Once you do this, then you will come to the following screen:

If you now click on **Generate New Evaluation** (see arrow), it will ask you to click on the radio button for the degree program and there is a term that needs to be selected (use the current term).

Select the current term, then click on **Generate Request**.

You can run the degree evaluation on General Requirements (General Requirements), Detail Requirements, and Additional Information.

Degree Evaluation Options

- ⦿ **General Requirements**
- ○ **Detail Requirements**
- ○ **Additional Information**

Submit

Clicking on **General Requirements** then **Submit** brings you to the following screen:

General Requirements

Information for :
☞ This is NOT an official evaluation.

Program Evaluation
To learn more about CAPP, please visit the Online Degree Evaluation ***GRADUATION: To be eligible for graduation, you must apply TWO semesters in advance. Deadlines are adhered to and there are no exceptions. Please visit Apply to Graduate for deadlines and instructions on how to apply on-line via your UNA Portal. *** !!GRADUATION REQUIREMENTS!! - 120 hours total - 50% at a senior institution - 36 hours 300/400 level - 25% of 100/400 level at UNA - one-half of 300/400 level of your major at UNA - one-half of 300/400 level of your minor at UNA *** If your major is less than 48 hours, you must have a minor. *** *** Questions about your requirements? Please email CAPP *** Want to view your catalog? Please view the Catalog Archive ***

Program :	BS in Chemistry	Catalog Term :	Fall 2014
Campus :		Evaluation Term :	Spring 2015
College :	College of Arts and Sciences	Expected Graduation Date :	Dec 18, 2021
Degree :	Bachelor of Science	Request Number :	2
Level :	Undergraduate	Results as of :	Jan 26, 2015
Majors :	Chemistry	Minors :	
Departments :	Chemistry/Industrial Hygiene	Concentrations :	Professional Preprofessional Medicine

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	120.000	29.000		12
Program GPA :	Yes	2.00	2.63		
Overall GPA :	Yes	2.00	2.63		
Other Course Information					
Transfer :			0.000		0
In Progress :			14.000		5

Area : **Subject Exit Exam - Not Met**
This is a graduation requirement. Please visit the department you are majoring in to find out more details about this exam.

Area : **Area I - Written Composition (6.000 credits) - Not Met**
Grades in all freshman composition courses are awarded as A, B, C, or NC (no credit). Students who receive a grade of NC must repeat the course until they have earned a grade of C or better.
3.000 B 201510 - EN 111 First-Year Composition I

0.000 Credits .00 GPA
3.000 Credits   3.00 GPA

Area : **Area II - Humanities/Fine Arts (12.000 credits) - Not Met**

Area : **Area III - Chemistry (11.000 credits) - Met**

3.000 B 201510 - CH 111 General Chemistry
1.000 C 201510 - CH 111L General Chemistry Laboratory
3.000 * 201520 - CH 112 General Chemistry
1.000 * 201520 - CH 112L General Chemistry Laboratory
3.000 * 201520 - MA 112 Pre-Calculus Algebra

0.000 Credits .00 GPA
11.000 Credits   2.75 GPA

Area : **Area IV-Hist, Social/Behav Sci (12.000 credits) - Not Met**

Area : **Prof Chemistry Major (77.000 credits) - Not Met**

3.000 B 201510 - HI 101 World Civilization to 1500
3.000 * 201520 - HI 102 World Civilization Since 1500

3.000 B 201510 - CH 111 General Chemistry
1.000 C 201510 - CH 111L General Chemistry Laboratory
3.000 * 201520 - CH 112 General Chemistry
1.000 * 201520 - CH 112L General Chemistry Laboratory

6.000 Credits 3.00 GPA
8.000 Credits   2.75 GPA

Area : **Prof Chem Major GPA/HRS - Not Met**

Area : **General Electives - Met**

3.000 B 201510 - CH 111 General Chemistry
1.000 C 201510 - CH 111L General Chemistry Laboratory
3.000 * 201520 - CH 112 General Chemistry
1.000 * 201520 - CH 112L General Chemistry Laboratory

1.000 F 201510 - BI 100 Pre-Health Professions Orient
1.000 C 201510 - LC 101 Learning Communities Seminar
3.000 B 201510 - MA 100 Intermediate Algebra
1.000 C 201510 - MS 111 Concepts of Leadership
4.000 * 201520 - BI 111 Principles of Biology

8.000 Credits 2.75 GPA
9.000 Credits   2.17 GPA

Area : **Total 36/Residence 32 300/400 (36.000 credits) - Not Met**

Area : **Required UNA GPA of 2.00 - Met**

Any course that has been Repeated/Recomputed will not show in the list of courses. The transcript will need to be viewed for the correct overall gpa. **** In the above AREA: Total 36/Residency 32 300/400 Level, there may be a course where the hours are split. If so, this course will show twice in the UNA GPA area, however, it will NOT be counted twice.
1.000 F 201510 - BI 100 Pre-Health Professions Orient
3.000 B 201510 - CH 111 General Chemistry
1.000 C 201510 - CH 111L General Chemistry Laboratory
3.000 B 201510 - EN 111 First-Year Composition I
3.000 B 201510 - HI 101 World Civilization to 1500
1.000 C 201510 - LC 101 Learning Communities Seminar
3.000 B 201510 - MA 100 Intermediate Algebra
1.000 C 201510 - MS 111 Concepts of Leadership
4.000 * 201520 - BI 111 Principles of Biology
3.000 * 201520 - CH 112 General Chemistry
1.000 * 201520 - CH 112L General Chemistry Laboratory
3.000 * 201520 - HI 102 World Civilization Since 1500
3.000 * 201520 - MA 112 Pre-Calculus Algebra

0.000
29.000 Credits   2.63 GPA
E-mail Isaac K. Weston

Back to Display Options

If you go back and click on **Detail Requirements**, you get a screen that looks like this:

Detail Requirements

Information

Program Evaluation

To learn more about CAPP, please visit the Online Degree Evaluation ***GRADUATION: To be eligible for graduation, you must apply TWO semesters in advance. Deadlines are adhered to and there are no exceptions. Please visit Apply to Graduate for deadlines and instructions on how to apply on-line via your UNA Portal. *** !!GRADUATION REQUIREMENTS!! - 120 hours total - 50% at a senior institution - 36 hours 300/400 level - 25% of 100/400 level at UNA - one-half of 300/400 level of your major at UNA - one-half of 300/400 level of your minor at UNA *** If your major is less than 48 hours, you must have a minor. *** *** Questions about your requirements? Please email CAPP *** Want to view your catalog? Please view the Catalog Archive ***

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Degree :	Bachelor of Science	Request Number :	3
Level :	Undergraduate	Results as of :	Jan 26, 2015
Majors :	Chemistry	Minors :	
Departments :	Chemistry/Industrial Hygiene	Concentrations :	Professional Preprofessional Medicine

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	120.000	29.000		12
Program GPA :	Yes	2.00	2.63		
Overall GPA :	Yes	2.00	2.63		
Other Course Information					
Transfer :			0.000		0
In Progress :			14.000		5

This is NOT an official evaluation.

Area : Subject Exit Exam - Not Met
Description : This is a graduation requirement. Please visit the department you are majoring in to find out more details about this exam.

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No			EXIT		000				1							

Total Credits and GPA — 0.000 / .00

unofficial evaluation

Area : Area I - Written Composition (6.000 credits) - Not Met
Description : Grades in all freshman composition courses are awarded as A, B, C, or NC (no credit). Students who receive a grade of NC must repeat the course until they have earned a grade of C or better.

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No		ENG SEQ	CHOOSE 6 HR SEQUENCE:						201310	EN	111	First-Year Composition I		3.000	B	H
			COURSES ARE: EN 111/112 OR 121/122 OR 121H/122H													

Total Credits and GPA — 3.000 / 3.00

unofficial evaluation

Area : Area II - Humanities/Fine Arts (12.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No	{		EN		211	212	6.000									
No	}OR{		EN		221	222	6.000									
No	}OR{		EN		231	232	6.000									
No	}OR{		EN		231	232	6.000									
No	}OR{		EN		233	234	6.000									
No	}OR{		EN		233H	234H	6.000									
No	}AND{		COM		201											
No	}OR{		COM		201H											
No	}OR{		COM		210											
No	}AND{	CHOOSE 3 HRS OF HUMANITIES/FINE ARTS:														
		Courses are: AR 170, 281, 282; FL 100; FR 101/111, 102/112 201, 202; GR 101/111, 102/112, 201, 202; SP 101/111, SP 102/112, 201, 202; MU 222, 244; PHL 201, 205; RE 221, 231, TH 210														
	}															

Total Credits and GPA — 0.000 / .00

unofficial evaluation

Area : Area III - Chemistry (11.000 credits) - Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
Yes	{	MATH	3 - 4 HRS						201520	MA	112	Pre-Calculus Algebra		3.000		R
		COURSES ARE: MA 112, 115 OR 125														
Yes	}AND{	CHEMISTRY	SEQUENCE - 8 HRS						201510	CH	111	General Chemistry		3.000	B	H
		COURSES ARE: CH 111/111L AND 112/112L							201510	CH	111L	General Chemistry Laboratory		1.000	C	H
									201520	CH	112	General Chemistry		3.000		R
									201520	CH	112L	General Chemistry Laboratory		1.000		R
	}															

Total Credits and GPA — 11.000 / 2.75

Area : Area IV-Hist, Social/Behav Sci (12.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
Yes	{		HI		101	102	6.000		201310	HI	101	World Civilization to 1500		3.000	B	H
									201520	HI	102	World Civilization Since 1500		3.000		R
No	}OR{		HI		201	202	6.000									
No	}OR{		HI		101H	102H	6.000									
No	}OR{		HI		201H	202H	6.000									
No	}AND{	SOC-BEHSCI 6 HOURS OF SOCIAL/BEHAV SCI:														
		Courses are: COM 205; EC 251, 251H, 252; ED 299, 299H; FL 101, 101H, 201, 204, 204H; GE 102, 260; PS 241; PY 201, 201H; SO 221, 221H, 222														
	}															

Total Credits and GPA — 6.000 / 3.00

unofficial evaluation

Area : Prof Chemistry Major (77.000 credits) - Not Met

Met	Condition	Description	Required Credits	Required Courses	Used Credits	Used Courses
No		Chemistry Core Requirements		23.000	8.000	4
No	AND	Professional Chemistry Concen		55.000	0.000	0

Group : Chemistry Core Requirements (23.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
Yes	{		CH		111				201510	CH	111	General Chemistry		3.000	B	H
Yes	}AND{		CH		111L				201510	CH	111L	General Chemistry Laboratory		1.000	C	H
Yes	}AND{		CH		112				201520	CH	112	General Chemistry		3.000		R

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No	)AND(		CH		311											
No	)AND(		CH		311L											
No	)AND(		CH		312											
No	)AND(		CH		312L											
No	)AND(		CH		321											
No	)AND(		CH		321LW											
}																

Total Credits 8.000

Group :   Professional Chemistry Concen (55.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No			CH		381											
No	AND		CH		381L											
No	AND		CH		382											
No	AND		CH		382L											
No	AND		CH		432											
No	AND		CH		432LW											
No	AND		CH		434											
No	AND		CH		434L											
No	AND		CH		437											
No	AND		CH		437L											
No	AND		CH		441											
No	AND	SUPPORTING	COURSES - 28 HRS													

COURSES ARE: CIS 125 OR CS 135 OR 155; MA 125, 126, 227; MA 238 OR 355; PH 251, 252

Total Credits 0.000

Area :   Prof Chem Major GPA/HRS - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No		RESIDENCY	12 HRS OF UNA 300/400 COURSES													
No	AND (	GPA	FOR PROF CHEM MAJOR GPA						201510	CH	111	General Chemistry		3.000	B	H
									201510	CH	111L	General Chemistry Laboratory		1.000	C	H
									201520	CH	112	General Chemistry		3.000		R
									201520	CH	112L	General Chemistry Laboratory		1.000		R
	}															

Total Credits and GPA 8.000 2.75

unofficial evaluation

Area :   General Electives - Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
Yes		ELECTIVES	GENERAL ELECTIVES						201510	BI	100	Pre-Health Professions Orient		1.000	F	H
									201520	BI	111	Principles of Biology		4.000		R
									201510	LC	101	Learning Communities Seminar		1.000	C	H
									201510	MA	100	Intermediate Algebra		3.000	B	H
									201510	MS	111	Concepts of Leadership		1.000	C	H

Total Credits and GPA 9.000 2.17

unofficial evaluation

Area :   Total 36/Residence 32 300/400 (36.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
No	(	UNA	32 HRS OF UNA 300/400 LEVEL													
No	)AND(	UD-HOURS	36 HRS OF 300/400 LEVEL													
	}															

Total Credits and GPA 0.000 .00

unofficial evaluation

Area :   Required UNA GPA of 2.00 - Met

Description Any course that has been Repeated/Recomputed will not show in the list of courses. The transcript will need to be viewed for the correct overall gpa. **** In the above AREA: Total 36/Residency 32 300/400 Level, there may be a course where the hours are split. If so, this course will show twice in the UNA GPA area, however, it will NOT be counted twice.

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute	Credits	Grade	Source
Yes		GPA	BASED ON UNA COURSES						201510	BI	100	Pre-Health Professions Orient		1.000	F	H
									201520	BI	111	Principles of Biology		4.000		R
									201510	CH	111	General Chemistry		3.000	B	H
									201510	CH	111L	General Chemistry Laboratory		1.000	C	H
									201520	CH	112	General Chemistry		3.000		R
									201520	CH	112L	General Chemistry Laboratory		1.000		R
									201510	EN	111	First-Year Composition I		3.000	B	H
									201510	HI	101	World Civilization to 1500		3.000	B	H
									201520	HI	102	World Civilization Since 1500		3.000		R
									201510	LC	101	Learning Communities Seminar		1.000	C	H
									201510	MA	100	Intermediate Algebra		3.000	B	H
									201520	MA	112	Pre-Calculus Algebra		3.000		R
									201510	MS	111	Concepts of Leadership		1.000	C	H

Total Credits and GPA 29.000 2.63

unofficial evaluation

E-mail

Back to Display Options

[Current Enrollment | Current Enrollment | Previous Evaluations | Generate New Evaluation | What-If Analysis]

If you go back and click on **Additional Requirements**, you get a screen that looks something like this:

What-If Analysis

You can do a **What-If Analysis** to see what a student's degree program would look like if he/she changed majors. Click on **What If Analysis** at the bottom of the previous screen.

First, select the term in which the student began at UNA. Then click **Continue**.

Using the drop-down box select a new degree program. Let's say he/she is interested in changing to a BS in Psychology. Click on **Continue**.

What-if Analysis

Information for
Step 3 : Select a major.

Program Description : To learn more about CAPP, please visit the Online Degree Evaluation ***GRADUATION: To be eligible for graduation, you must apply TWO semesters in advance. Deadlines are adhered to and there are no exceptions. Please visit Apply to Graduate for deadlines and instructions on how to apply on-line via your UNA Portal. ***!!GRADUATION REQUIREMENTS!! - 120 hours total - 50% at a senior institution - 36 hours 300/400 level - 25% of 100/400 level at UNA - one-half of 300/400 level of your major at UNA - one-half of 300/400 level of your minor at UNA *** If your major is less than 48 hours, you must have a minor. *** *** Questions about your requirements? Please email CAPP *** Want to view your catalog? Please view the Catalog Archive ***

Entry Term: Fall 2014
Program: BS in Psychology
Level: Undergraduate
Degree: Bachelor of Science
College: College of Arts and Sciences
Campus: None
First Major★: None

[Add More] [Submit]

[Current Enrollment | Current Enrollment | Previous Evaluations | Generate New Evaluation]

Use the Drop-Down box with First Major to select Major. Then click on **Submit**. The evaluation generated will be the same as before with the **General Requirements**, **Detail Requirements**, and **Additional Information** as options, which will not be listed here.

- **Course Substitution Instructions –** takes you to the Registrar's website that shows how to submit a course substitution
- **Transient Approval Form –** takes you to the Registrar's website where this form is located. Students must complete this form and have their academic advisor sign it before taking it to the Dean of the college in which the course is taught

Graduation Resources

- **Graduation Information** – takes you to the Registrar's website where information about graduation is located. There are deadlines for applying for graduation and a $30 fee involved.
- **Commencement Information** – outlines logistical information about commencement ceremony

Academic Support

- **Library**
- **Center for Writing Excellence (Writing Center)**
- **Mathematics Learning Center (Math Center)**
- **Tutoring**
- **Advising Services**