




## My Academic Requirements and Degree Audit Report (pdf) Field Descriptions

### Important Information

- Field descriptions of both the online My Academic Requirements report and the Degree Audit Report (pdf) and the differences between the two reports are detailed below. (**Note:** Only the Degree Audit Report (pdf) is pictured in this document. The report is not shown in full; specific fields from a larger report are shown as examples.)
- The online My Academic Requirements report and Degree Audit report (pdf) can be run by:
  - Staff from the M-Pathways Academic Advisement pages
  - Students from the Student Center
  - Staff from the Student Services Center
  - Advisors from Faculty Business - View My Advisees
- In progress coursework are courses that have been registered for but have not yet been graded.
- In progress coursework is counted toward satisfying a requirement and is included as “used” in the requirement “required/used/needed” calculations.
- There are three requirement completion statuses:
  - Satisfied - all required coursework or non-coursework related requirements are completed.
  - Pending Satisfied - the only coursework remaining to satisfy the requirement is currently in progress.
  - Not Satisfied - coursework or non-coursework related requirements are still needed.
- Requirements have the following hierarchy:
  - Requirement Groups (RG) – Contains one or more Requirements (RQ)
  - Requirements (RQ) – Contains one or more Requirement Lines
  - Requirement Lines – Specific courses that satisfy a Requirement (RQ)
- Students may request and advisors may grant “exceptions” to the degree audit requirements. There are four types of exceptions:
  - Course Directive – allows a course that is not normally accepted into a Requirement or Line to satisfy a Requirement.
  - Requirement Waiver – is used to bypass a specific academic requirement.
  - Requirement Change – is used to modify the amount of units or courses needed to complete a Requirement or Line.
  - Requirement Override – is used to replace a specific academic requirement.
- There are some differences between the online My Academic Requirements report and the Degree Audit Report (pdf). They are:
  - Only the Degree Audit Report (pdf) includes: Program, Requirement Term, Requirement Status, Program Status, Credit Information, Course Type Legend, and Course History fields.
  - Repeat codes display only on Degree Audit Report (pdf) in the course history.
  - Course topics and class topics display only on the Degree Audit Report (pdf) in the course history.
  - The Requirement Override exception displays both the original and replacement requirement along with a Requirement Override statement on the Degree Audit Report (pdf). The online My Academic Requirements report only displays the new requirement.

**Degree Audit Report**



**A** Degree Audit Report **B**  
 For: Mary Student as of: 08/05/2015  
 UMID: 12345678 Uniqname: MSTUDENT

**C** Credit Information: MSH: 117.000 CTP: 123.000 MHP: 349.100 GPA: 2.983

✔ - Satisfied    ✖ - Not Satisfied    Ⓟ - In Progress

<b>D</b> Program	<b>E</b> Requirement Term	<b>F</b> Requirement Status	<b>G</b> Status
Undergraduate L S & A Career	Fall 2013	***Not Satisfied***	Active
Lit, Science & Arts UG Degree Program	Fall 2013	***Not Satisfied***	
Women's Studies BA	Spring 2013	***Not Satisfied***	
Anthropology BA	Fall 2013	Satisfied	
Minor -Music BA	Winter 2014	***Not Satisfied***	

**H** \*\*THE DEGREE AUDIT IS NOT AN OFFICIAL TRANSCRIPT. THIS DEGREE AUDIT HAS BEEN PREPARED TO ASSIST IN PLANNING YOUR ACADEMIC PROGRAM. THE RESPONSIBILITY FOR VERIFICATION OF INFORMATION RESTS WITH YOU, THE STUDENT. FINAL CERTIFICATION OF DEGREE REQUIREMENTS IS DONE BY YOUR SCHOOL/COLLEGE.

<b>A</b>	Student Information	Displays the student's name, ID number, and Uniqname.
<b>B</b>	As Of	Displays the report run date.
<b>C</b>	Credit Information	MSH – Michigan Semester Hours CTP – Credit Toward Program MHP – Michigan Honor Points GPA – Grade Point Average
<b>D</b>	Program	Displays one line each for the student's career, program(s), plan(s), and sub-plan(s).
<b>E</b>	Requirement Term	Indicates the term in which the degree requirements are in effect. Different requirement terms can apply to a student's career, program, plan, or sub-plan.
<b>F</b>	Requirement Status	Displays whether or not the student's overall requirements associated with a career, program, plan, or sub-plan have been satisfied.
<b>G</b>	Status	For the program line only, displays the student's program status.
<b>H</b>	Disclaimer	Clarifies appropriate use of the Degree Audit Report.

**Degree Audit Report**

<b>I</b>	<p><b>Not Satisfied: AREA DISTRIBUTION - WOMEN'S STUDIES: FOR MULTIPLE MAJORS, IF AN AREA DISTRIBUTION HAS BEEN FULFILLED FOR ONE MAJOR, DISREGARD THE ANALYSIS FOR ANY OTHERS. CONTACT LSA ACADEMIC ADVISING WITH QUESTIONS. (RG 2423)</b></p>																
<b>J</b>	<p><i>Not Satisfied: Area Distribution Requirement: Only the exact amount of required units is used in Distribution. Additional units of course work will be split off and used elsewhere in the audit. (RQ 2842)</i></p>																
<b>K</b>	Not Satisfied	7 units in Humanities	<p>Credits: 7.00 required, 4.00 completed/in-progress, 3.00 needed</p> <table border="1"> <tr> <td>FA 2011</td> <td>MUSICOL</td> <td>139</td> <td>Introduction</td> <td>B-</td> <td>2.00</td> <td>✔</td> </tr> <tr> <td>WN 2012</td> <td>MUSICOL</td> <td>140</td> <td>Hist of Mus</td> <td>C</td> <td>2.00</td> <td>✔</td> </tr> </table>	FA 2011	MUSICOL	139	Introduction	B-	2.00	✔	WN 2012	MUSICOL	140	Hist of Mus	C	2.00	✔
FA 2011	MUSICOL	139	Introduction	B-	2.00	✔											
WN 2012	MUSICOL	140	Hist of Mus	C	2.00	✔											
<b>J</b>	Satisfied	7 units in Natural Sciences	<p>Credits: 7.00 required, 7.00 completed/in-progress</p> <table border="1"> <tr> <td>FA 2013</td> <td>ASTRO</td> <td>101</td> <td>Intro Solar System</td> <td>B-</td> <td>4.00</td> <td>✔</td> </tr> <tr> <td>FA 2014</td> <td>ENVIRON</td> <td>380</td> <td>Min Res, Econ&amp;Envir</td> <td>B</td> <td>3.00</td> <td>✔</td> </tr> </table>	FA 2013	ASTRO	101	Intro Solar System	B-	4.00	✔	FA 2014	ENVIRON	380	Min Res, Econ&Envir	B	3.00	✔
FA 2013	ASTRO	101	Intro Solar System	B-	4.00	✔											
FA 2014	ENVIRON	380	Min Res, Econ&Envir	B	3.00	✔											
<b>J</b>	Satisfied	7 units in Social Sciences	<p>Credits: 7.00 required, 7.00 completed/in-progress</p> <table border="1"> <tr> <td>WN 2012</td> <td>ANTHRARC</td> <td>284</td> <td>Aztec, Maya&amp;Inca</td> <td>B</td> <td>4.00</td> <td>✔</td> </tr> <tr> <td>WN 2015</td> <td>ANTHRCUL</td> <td>272</td> <td>Lang in Soc</td> <td>A</td> <td>3.00</td> <td>✔</td> </tr> </table>	WN 2012	ANTHRARC	284	Aztec, Maya&Inca	B	4.00	✔	WN 2015	ANTHRCUL	272	Lang in Soc	A	3.00	✔
WN 2012	ANTHRARC	284	Aztec, Maya&Inca	B	4.00	✔											
WN 2015	ANTHRCUL	272	Lang in Soc	A	3.00	✔											
<p><i>PENDING Satisfied: Additional Area Distribution Requirement, 3 units in each of 3 of the following 5 areas: Humanities, Natural Science, Social Science, Mathematical &amp; Symbolic Analysis and Creative Expression. Up to 9 units may be Interdisciplinary. (RQ 2843)</i></p>																	

<b>I</b>	Requirement Group (RG)	Contains one or more Requirements (RQ). Displays as left justified text. The RG# in parenthesis (e.g., RG2423) is for office use only.
<b>J</b>	Requirement (RQ)	Contains one or more Requirement Lines. Displays indented one-level from Requirement Group text. The RQ# in parenthesis (e.g., RQ2842) is for office use only.
<b>K</b>	Requirement Line	Specific courses that were used to satisfy a Requirement (RQ). Displays indented one-level from Requirements. Courses used to satisfy a requirement display in a grid. Note: My Academic Requirements displays all requirement lines that can be used to satisfy a requirement, where as the Degree Audit Report (pdf) displays only the ones used to satisfy the requirement.

**Degree Audit Report**

<b>M</b>	<b>Satisfied: LSA RESIDENCY REQUIREMENTS (RG 545)</b>		
	<i>Satisfied: LSA Residency Requirements (RQ 1802)</i>		
	✓ Satisfied	Minimum 60 credits of in-residence course work (AA campus and UM study abroad)	Credits: 60.00 required, 60.00 completed/in-progress
	✓ Satisfied	Minimum 30 credits taken while enrolled in LSA	Credits: 30.00 required, 30.00 completed/in-progress
✓ Satisfied	After 60 credits complete, minimum 30 credits taken in-residence (AA campus and UM study abroad)	Credits: 30.00 required, 30.00 completed/in-progress	
✓ Satisfied	Beginning SP14, there are no restrictions on transfer credit for 2 year institutions. Prior to SP14 after 60 credits have been complete, no community college transfer credit is accepted toward 120 total credits.	Credits: 0.00 completed/in-progress	
<b>PENDING Satisfied : ANTHROPOLOGY CONCENTRATION CORE (RG 2444)</b>			
<i>PENDING Satisfied : At Least One Course (200-level or above) in Each of the Four Subdivisions (RQ 2854)</i>			
Ⓟ Pending-Satisfied	Biological Anthropology	SP 2015 ANTHR BIO 201 Intro Biol Anthro	4.00 Ⓟ <b>P</b>
✓ Satisfied	Archaeology	WN 2012 ANTHRARC 284 Aztec, Maya&Inca	B 4.00 ✓
✓ Satisfied	Linguistics	WN 2015 ANTHRCUL 272 Lang in Soc	A 4.00 ✓
✓ Satisfied	Sociocultural Anthropology	WN 2013 WOMENSTD 212 Global AIDS Epidemic	B 4.00 ✓
<b>PENDING Satisfied : ANTHROPOLOGY MAJOR TOTAL UNITS, RESIDENCY &amp; GPA (RG 3668)</b>			
<i>PENDING Satisfied : Anthropology Major Total Units, Residency &amp; GPA (RQ 2855)</i>			
<b>N</b>	Ⓟ Pending-Satisfied	Minimum 30 units in the major	Credits: 30.00 required, 32.00 completed/in-progress
			WN 2012 ANTHRARC 284 Aztec, Maya&Inca B 4.00 ✓
			WN 2013 WOMENSTD 212 Global AIDS Epidemic B 4.00 ✓
			FA 2013 WOMENSTD 324 Childbirth&Culture A- 4.00 ✓
			WN 2014 ANTHRCUL 344 Medical Anth B+ 4.00 ✓
			WN 2014 ANTHRCUL 408 Health&Envir-Africa B+ 4.00 ✓
			FA 2014 ANTHRCUL 330 Thought&Mean B 4.00 ✓
			WN 2015 ANTHRCUL 272 Lang in Soc A 4.00 ✓
			SP 2015 ANTHR BIO 201 Intro Biol Anthro 4.00 Ⓟ
<b>O</b>	<b>Not Satisfied: MUSIC MINOR CORE (RG 3382)</b>		
	<i>Satisfied: Required Courses for the Music Minor (RQ 3509)</i>		
	✓ Satisfied	One survey course in Musicology or Music Theory	FA 2011 MUSICOL 139 Introduction B- 2.00 ✓ FA 2011 THEORY 149 Bmus Wirtg Sk I C 2.00 ✓
<i>Not Satisfied: One course from at least two of the following areas: Composition, Musicology, Music Theory, Performance, and Performing Arts Technology (PAT). Students must take 12 total Elective units (RQ 3507). Credits: 12.00 required, 10.00 completed/in-progress, 2.00 needed</i>			
⚠ Not Satisfied	Composition	Courses: 1.00 required, 0.00 completed/in-progress, 1.00 needed	

<b>L</b>	Status Line	Required - number of courses or units needed. Used - number of completed or in progress courses or units. Needed - number of courses or units still required.
<b>M</b>	Satisfied	All required coursework or other qualifications are completed.
<b>N</b>	Pending Satisfied	The only required coursework remaining to satisfy a requirement is currently in progress.
<b>O</b>	Not Satisfied	Coursework or other qualifications are still needed.
<b>P</b>	In Progress	In progress courses are courses that have been registered for but have not yet been taken or completed. In progress coursework is counted toward satisfying a requirement and is included as "used" in the requirement "used/needed" calculations.

**Degree Audit Report**

Q Course History						
Term	Subject	Catalog Nbr	Title	Grade	Credits	Type
FA 2011	ENS	347	Univ Band	A	2.00	IT
FA 2011	MUSICOL	139	Introduction	B-	2.00	IT
FA 2011	SAX	139	Performance	A	4.00	IT
FA 2011	SLAVIC	151	1st Year Seminar	B	4.00	IT
Course Topic: 8 - Short Fict-S			Slav Cult Space			
FA 2011	THEORY	149	Bmus Wrtg Sk I	C	2.00	IT
WN 2012	ANTHRARC	284	Aztec, Maya&Inca	B	4.00	IT
WN 2012	ENS	347	Univ Band	A	2.00	IT
WN 2012	ENS	406	Beg Javan Gamelan	A-	1.00	IT
WN 2012	ENS	461	Small Woodwind Ens	A	1.00	IT
WN 2012	MUSICOL	140	Hist of Mus	C	2.00	IT
WN 2012	SAX	140	Performance	A	4.00	IT
WN 2012	THEORY	140	Bmus Aurl Sk II	B-	1.00	IT
WN 2012	THEORY	150	Bmus Wrtg Sk II	C-	2.00	IT
FA 2012	ENS	461	Small Woodwind Ens	ILE	1.00	IT
FA 2012	JAZZ	470	Improv Forms	B-	2.00	IT
FA 2012	SAX	239	Performance	C	4.00	IT

R EN: Courses Taken at UM, TR: External Transfer Course, TE: Test Course, IT: Internal Transfer Course, OT: Other Credit Course, IP: In-Progress Course at UM

<b>Q</b>	Course History	Lists courses taken at the U-M or with transfer credit that are applicable to this career only. Course Topics, Class Topics and Repeat Codes are noted here. Note: The Course History is not included in the online My Academics Requirement report.
<b>R</b>	Legend	Explains the type of course.

**Student Exceptions**

Exception Type	Exception Examples	Explanation																					
Requirement Waiver	<b>Waived</b> TO 200 (BIT 200) is required. This requirement has been waived Waived BIT 200	Indicates the course that was required and that the course requirement was waived.																					
Requirement Override	Requirement Group 005426 overrides Requirement 000007812 overrides 000004292	Indicates that an entire requirement has been replaced by another.																					
Requirement Change	<b>Satisfied</b> OR BIOLOGY 171, 173, and (172 or 174) This requirement has been changed Minimum Units changed from 10.00 to 8.00 Credits: 8.00 required, 8.00 completed/in-progress <table border="0"> <tr> <td>FA 2013</td> <td>BIOLOGY</td> <td>171</td> <td>Intro Biology/ EEB</td> <td>T</td> <td>2.00</td> <td></td> </tr> <tr> <td>FA 2013</td> <td>BIOLOGY</td> <td>173</td> <td>Intro Biol Lab</td> <td>T</td> <td>2.00</td> <td></td> </tr> <tr> <td>WN 2014</td> <td>BIOLOGY</td> <td>172</td> <td>Intro Biol - MCDB</td> <td>D+</td> <td>4.00</td> <td></td> </tr> </table>	FA 2013	BIOLOGY	171	Intro Biology/ EEB	T	2.00		FA 2013	BIOLOGY	173	Intro Biol Lab	T	2.00		WN 2014	BIOLOGY	172	Intro Biol - MCDB	D+	4.00		Indicates that the minimum number of courses or units was changed.
FA 2013	BIOLOGY	171	Intro Biology/ EEB	T	2.00																		
FA 2013	BIOLOGY	173	Intro Biol Lab	T	2.00																		
WN 2014	BIOLOGY	172	Intro Biol - MCDB	D+	4.00																		
Course Directive	WN 2013 HJCS 296 On Holocaust A 4.00 <b>HJCS 296 has been directed to this line.</b> HJCS 296 002 per 7/10/14 board decision.	Indicates the course that was required and that a different course now satisfies the requirement																					