MyDegreePath

Student: How to run a degree audit
Contents of this PowerPoint:

- Access MyDegreePath (slide 3)
- Run an Audit (slide 7)
- Run a What-If audit (slide 12)
- Run an Audit through Plan Builder (slide 17)
- View Submitted Audits (slide 21)
Access MyDegreePath
Log into my.ucmerced.edu using your user ID and password.
Select **MyDegreePath** under Student Services (on the left)
## Request an Audit

To run a What if audit click on "Select a Different Program" and under Degree select the major you are interested in as well as your catalog year.

### Run Declared Programs:

<table>
<thead>
<tr>
<th>School</th>
<th>Degree Program</th>
<th>Title</th>
<th>Catalog Year</th>
<th>Marker</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>U1B9_BIOS</td>
<td>Biological Sciences, BS</td>
<td>Fall 2015</td>
<td>$CONC</td>
<td>BIOS-BIOL</td>
<td></td>
</tr>
</tbody>
</table>

### Select a Different Program:

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**Advanced Settings**

- Click to view available options: RunDeclared Programs | Cancel
Run an Audit
Run an Audit

- Go to the **Audits** tab on MyDegreePath.
- Select **Request New**

- The audit is based on the degree program you have on record in the Office of the Registrar.
  - If you intend to change majors, ensure to submit a Major Change form and follow deadlines for submission.
Select Run Declared Programs.

**If you have a declared minor, it will generate an audit with your minor requirements as well.**
• After running your audit, it will redirect you to the page above.
• It can take several minutes for the audit to process.
Run an Audit

Completed Audit Requests
These are the audits that have been run in the past for this student's record. Hitting the "Run Audit" button will run a new audit report. Deleting audits removes them from this list.

<table>
<thead>
<tr>
<th>ID</th>
<th>Instcd</th>
<th>Program</th>
<th>Catalog Year</th>
<th>Created</th>
<th>Audit Type</th>
<th>Format</th>
<th>Run By</th>
<th>Course Type</th>
<th>View</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>7250268</td>
<td></td>
<td>U1BA_ANTH</td>
<td>Fall 2016</td>
<td>11/09/2016 2:35 PM</td>
<td></td>
<td></td>
<td>Student</td>
<td>IP</td>
<td>View</td>
<td></td>
</tr>
</tbody>
</table>

- Once your audit has been processed, it will appear under **Completed Audit Requests**
- Select the program name or click **view audit** to open the audit
- To run another audit select the blue Run Audit button on the top left
Run a What-If Audit
Run a What-If Audit

The What-If audit shows you how your current coursework would apply to a different major.

- To run a What-If Audit click **Select a Different Program**.
Run a What-If Audit

Request an Audit
To run a What-If audit, click on "Select a Different Program" and under Degree, select the major you are interested in as well as your catalog year.

- Run Declared Programs:
- Select a Different Program:

Choosing a degree program here will not change your declared degree program.

Degree: [Dropdown]
Catalog Year: [Dropdown]

Advanced Settings
Show all available options.

Run Different Program [Submit] Cancel [Cancel]

- Chose the major you are interested in under the Degree tab
- Chose your appropriate catalog year

Catalog year is the year you first entered UC Merced.
Run a What-If Audit

If you chose a major that requires a concentration, the following image will appear.
- Click the concentration button.

- On the right side a new drop down will appear
- Select the concentration you are interested in

**If you are not sure what concentration you want, select the concentration that interests you the most.**
Run a What-If Audit

Once you have selected all required options, you can select Run Different Program. This will redirect you to your What-If audit.

If you are interested in adding a minor, you have the option to add a minor to your What-If audit. Check the manual for help.
Run an Audit through Plan Builder
Run an Audit through Plan Builder

To do an audit through Plan Builder, you should have some or all courses planned.
  - You can plan for one semester if you prefer or plan the semesters you have left to graduate.
  - If you have not made a plan using the Plan Builder function, then go do so first.
  - For help on how to make a plan, check the manual.
• When using the **Plan Builder** function, you are able to run an audit with courses you have planned for.
• First, add desired courses from the roadmap to your plan.
Run an Audit through Plan Builder

After adding the courses you want to see on your audit, select the audit button found below the Plan name.
This will open a new window with the audit.

Note: the courses you planned for will appear on your audit with a purple calendar (). These are only planned courses and you will still need to register in the courses.
View Submitted Audits
View Submitted Audits

- Go to the **Audits** tab on MyDegreePath.
- Select **Manage**
- This will display a list of audits you have ran in the past 2 days.
  - Audits are deleted after 2 days.
Here you can find all types of audits that you have ran.

- What-If audits will show a **WHAT-IF** symbol under audit type.
- Audits ran from Plan Builder will show a [ ] symbol under course type.

Select the program name or click **view audit** to open the audit.

Note: Keep in mind that audits are deleted after 2 days.
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If you still have questions, we are here to help!

registrar@ucmerced.edu