



Degree Works Quick Guide

October 2023

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What is Degree Works?

Degree Works is a web-based degree audit program designed for students and academic advisors to assist in monitoring a student's academic progress toward degree completion. Degree Works also allows students and their academic advisors to plan for future academic coursework at the University of Montevallo. Degree Works reflects the Fall 2022 and Fall 2023 catalog program requirements, and CAPP will still be used for catalog terms prior to Fall 2022.

How to Access Degree Works

- Log onto Banner Self Service
- Click on Student Records then click on Degree Works Evaluation.

Search

Student and Financial Aid

[Student Profile - NEW](#)

[Admissions](#)

Apply for Admission or Review Existing Applications

[Registration](#)

[Student Records](#)

View your holds, grades and transcripts

[Student Account](#)

View your account summaries, statement/payment history and tax information

[BossCars](#)

University Parking System - View Citations and Register Vehicles

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Student Records

[View Holds](#)

[Midterm Grades](#)

[Final Grades](#)

[Academic Transcript](#)

[Request UNOFFICIAL Transcripts only](#)

This link is for UNOFFICIAL Transcript request only.

[Order OFFICIAL Transcript](#)

Use this link to order OFFICIAL transcripts to be sent to institutions or employers.

[CAPP Degree Evaluation](#)

[Degree Works Evaluation](#)

Beginning Catalog Year Fall 2022

[Course Catalog](#)

[View Student Information](#)

[Class Schedule](#)

[Apply to Graduate](#)

[View Graduation Application](#)

[View Test Scores](#)

[Student Enrollment Verification](#)

[View Status of Transcript Requests](#)

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Navigating Degree Works Dashboard

Montevallo Worksheets

[Advanced search](#)

- Enter your M#. This will pull up your Degree Works worksheet.

Montevallo Worksheets



Data refreshed 10/02/2023 2:32 AM

[Advanced search](#)
Level Undergraduate **Classification** Senior **Major** Music **Program** BM **Concentration** Voice Performance **College** Fine Arts
Institutional GPA 3.008 **Advisor** Melanie Williams **Registration Holds** Past Due Balance(s) **Graduation Application on File** YES

- Degree Works will pull up your audit (your worksheet). The last date and time that the audit was refreshed can be found in the upper left on top of the first block.
- Information Block Display: in the first block, you will find your M# and name. The Degree drop-down box is where you can toggle between degrees if you are working on more than one degree.
- Your curriculum information, level, classification, holds you may have on your account, sport if you are a student athlete, and advisor are found in the upper block as well.

Format
Student View

Degree progress



Requirements Credits

Institutional GPA
3.008
 In-progress classes
 Preregistered classes

PROCESS

Just above the second block is the date and time of the current degree audit. The audit will check each evening to see if you had a grade, registration, or test score change. If any changes are found, a new degree audit will generate. Otherwise, the audit can be manually updated using the “Process” button described above. It shows degree progress and institutional (UM) GPA.

The Degree Works symbol legend can be found at the end of the degree audit. So, while this is presented out of order compared to the flow of the audit, it’s important to understand the symbols used before going into the degree audit requirements.

Legend

- | | |
|---|---|
|  Complete |  Not complete |
|  Complete (with classes in-progress) |  Nearly complete - see advisor |
|  Prerequisite |  Any course number |
| (R) Repeated class | |

BM in Music (MUSIC-BM)

INCOMPLETE

Credits required: 123 Credits applied: 126 Catalog year: Academic Year 2023 2024 GPA: 3.008

Minimum Total Credit Hours Required

Minimum of 30 Credits required in Residency

30 Credits at 300/400 level Required in Residency

Minimum 2.0 Overall GPA met

General Education Requirements

History or Literature Sequence

General Education Requirements

IN-PROGRESS

Credits required: 50 Credits applied: 50 Catalog year: Academic Year 2023 2024 GPA: 2.414

	Course	Title	Grade	Credits	Term	Repeated
1. WRITTEN COMPOSITION						
Composition I	ENG 101	Composition I	A	3	Fall Semester 2018	
Composition II	ENG 102	Composition II	B	3	Spring Semester 2019	
2. HUMANITIES & FINE ARTS						
Global Literature I OR II	ENG 232	Global Literature Topics	C	3	Spring Semester 2023	
Foundations in Oral Communication	COMS 101	Foundations of Oral Comm	RG	(3)	Fall Semester 2022	

- The third block shows a summary of your degree, your catalog year, your overall GPA, and the general graduation requirements.
- The fourth block shows a summary of your General Education.

Major in Music, BM

IN-PROGRESS

Credits required: 79 Credits applied: 79 Catalog year: Academic Year 2023 2024 GPA: 3.368

	Course	Title	Grade	Credits	Term	Repeated
📌	Major Credit Hours Required					
✅	Minimum 2.0 GPA Required					
✅	50% of hrs in major area at UM					
✅	MUSIC CORE					
✅	MUS 111	Principles of Music Theory I	B	3	Fall Semester 2018	
	MUS 112	Music Skills I	A	1	Fall Semester 2018	
✅	MUS 113	Principles of Music Theory II	B	3	Spring Semester 2019	
	MUS 114	Music Skills II	A	1	Spring Semester 2019	
✅	MUS 211	Principles of Music Theory III	C	3	Fall Semester 2019	
	MUS 212	Music Skills III	A	1	Fall Semester 2019	

- The major block shows requirements for your major.
- (RG) indicates registered/in progress classes. These courses can be seen in their own block near the bottom of the audit.

In-progress

Credits applied: 13 Classes applied: 4

Course	Title	Grade	Credits	Term	Repeated
COMS 101	Foundations of Oral Comm	RG	(3)	Fall Semester 2023	
MUP 126	Elective Voice	RG	(1)	Fall Semester 2023	
MUS 463	Vocal Literature	RG	(3)	Fall Semester 2023	
SPN 150	Accel Introductory Spanish	RG	(6)	Fall Semester 2023	

<input type="radio"/> Humanities Requirement	Still needed:	3 Credits in FRN 101 or 102 or 150 or 201 or 202 or 250 or GER 101 or 102 or 201 or 202 or PHIL 110 or 111 or 180 or 220 or 221 or 230 or 280 or 290 or REL 110 with term >= 202380 or SPN 101 or 103 or 102 or 104 or 150 or 201 or 202 or 250				
<input type="radio"/> Two additional Literature, Humanities, or Fine Arts courses	ENG 233	Honors Global Lit Survey	A	3	Fall Semester 2022	

Still needed: 3 Credits in [ART 100](#) or [120](#) or [220](#) or [FRN 101](#) or [102](#) or [150](#) or [201](#) or [202](#) or [250](#) or [GER 101](#) or [102](#) or [201](#) or [202](#) or [MC 100](#) or [325](#) or [MUS 121](#) or [122](#) or [125](#) or [211](#) or [255](#) or [342](#) or [PHIL 110](#) or [111](#) or [180](#) or [220](#) or [221](#) or [230](#) or [280](#) or [290](#) or

Course Information ✕

FRN 102 - 3 Credits - Introductory French II

Continued emphasis on the development of basic communication skills in reading, writing, listening, and speaking, through grammatical and verbal drills, systematic vocabulary acquisition, reading, composition, and conversation. Prerequisite(s): A grade of C or better in FRN 101 or equivalent or placement by departmental exam.

Prerequisites:
FRN 101 with a minimum grade of C

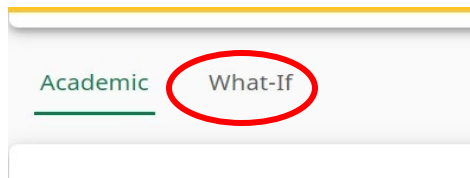
Attributes:
HUM

Satisfied by: MATH170 - Calculus I/AP - Advanced Placement

- If you click on a hyperlinked course anywhere in the degree audit, it will bring up a block of information that shows the course prerequisite (if applicable), catalog description, and class schedule information including date/times that courses are scheduled to be offered along with the number of seats available in each section.

Using the What-If Analysis

- A “What-If” Analysis allows the user to see what your degree audit would look like if you were to change programs or catalogs prior to formally requesting the change. Between the first and second block (below the ID block and above the format/degree progress block), there is an area where you can select the type of degree audit you want. Click on “What-If”.



- In the “Program” section, select the Catalog year, Level, and Degree you wish to use in the what-if analysis. In the “Areas of Study” section, the major selection menu is filtered based on the degree selected. If applicable, choose the concentration and minor you wish to pursue. Process.

What-If Analysis

Use current curriculum In-progress classes Preregistered classes

Program

Catalog year *
Academic Year 2022-2023

Level *
Undergraduate

Degree *
BS in Mathematics

College *
Arts and Sciences

Areas of study

Major *
Mathematics

Concentration

Minor

Additional areas of study

Future classes

Subject

Number

ADD

RESET PROCESS