DEGREE WORKS: The Connecticut College Degree Audit Explained

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What is Degree Works?

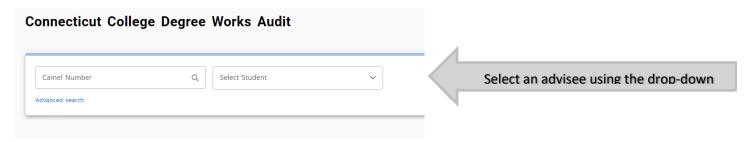
Degree Works is an academic advising and planning tool used to help students and advisers monitor progress toward degree completion. The Degree Audit indicates how each course applies to requirements. Degree Works is mobile-friendly and can be accessed 24/7 through CamelWeb. Students can access Degree Works from a link in Academic Resources, on the My Academics tab. Advisers can access Degree Works from a link in the My Students Links, on the My Students tab. Additional information is available at http://www.conncoll.edu/academics/registrar/degree-works/.

Navigation

Students will see their own degree audit as soon as they access Degree Works.

Advisers will need to select a specific advisee once they access Degree Works. Students are listed alphabetically under the Select Student drop-down. Click on the the drop-down arrow and then on the name of the advisee whose degree audit will be reviewed.

Adviser navigation:



The degree audit consists of blocks of requirements. Each block has an Overall GPA specific to the courses appearing in that block. The blocks can be expanded or collapsed using the drop-down arrow in the upper righthand corner of the block. Quick links to the rest of the blocks are available at the bottom of the Degree block.



Student Information Header

The Student Information Header appears at the beginning of the degree audit and contains the following information:

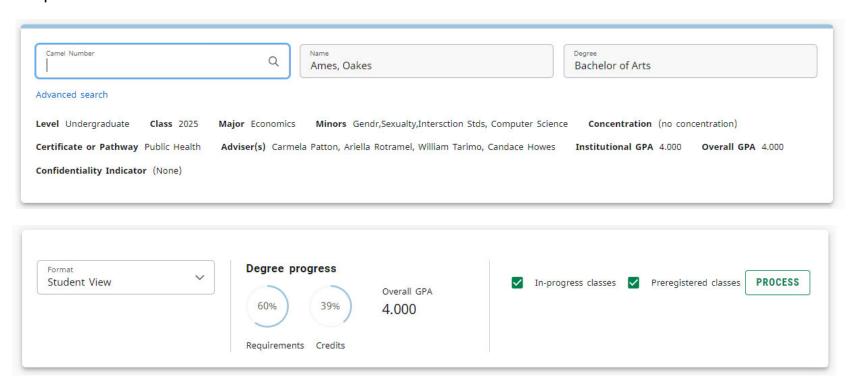
Camel Number	Student's Name		
Class Year	Major(s)	Minor(s)	Concentration within Major (if applicable)
Certificate or Pathway	Current Dean and Adviser(s)	Institutional GPA (Connecticut College courses)	Overall GPA (all courses) Confidentiality (FERPA) indicator

The Student Information Header also displays a visual representation of the estimated progress that has been made toward the degree, including in-progress courses.

The first circle (Requirements) displays the estimated progress toward completion of degree requirements.

The second circle (Credits) displays the estimated progress toward completion of overall total credits required for the degree.

Example of Student Information Header



Degree Block – Please refer to <u>Academic Regulations and Degree Requirements</u> for an overview of degree requirements.

The Degree Block appears after the Student Block and outlines all of the requirements that need to be completed in order to earn a Bachelor of Arts degree at Connecticut College. This block indicates progress toward completion of those requirements, which include:

<u>Total credits requirement:</u> A minimum of 128 credits are required for the degree. Eight one-credit courses may be counted toward the 128 total for students matriculating in or after fall 2019. Only four one-credit courses may be counted toward the 128 total for students matriculating prior to fall 2019. Any one-credit courses taken in excess of the limit will not be counted toward the credits applied toward the degree and will appear at the bottom of the audit in the Not Counted block with the notation "Maximum Credits Exceeded". Not Counted courses refer to degree requirements; these courses will appear on a student's official transcript.

64 credits in residence: A total of 64 credits must be taken at Connecticut College. Please note that students must be in residence at Connecticut College as a full-time student during the 7th or 8th semester (one semester of the senior year).

<u>Upper-level requirement:</u> A total of 64 credits are required at the 200 level or higher. Please note that students will be required to take in excess of 128 credits in order to satisfy degree requirements if they take more than 64 credits at the 100-level. For example, a student who takes 68 100-level credits will need to take 132 credits (64 at the 200-level or higher) to complete degree requirements.

Minimum GPA: A minimum overall GPA of 2.0 is required.

Writing Across the Curriculum Requirement: Refer to the Writing Across the Curriculum block for more information (page 6)

ConnCourse Requirement: Refer to the ConnCourse block for more information (page 6)

Social Difference and Power Requirement: Refer to the Social Difference and Power block for more information (page 6)

World Languages and Cultures Requirement: Refer to the World Languages and Cultures block for more information (page 7)

Modes of Inquiry Requirement: Refer to the Modes of Inquiry block for more information (page 7)

Pathway or Centers Requirement: Once a student has been accepted into a Pathway or Center, refer to Pathway or Center Requirements block for more information (page 7)

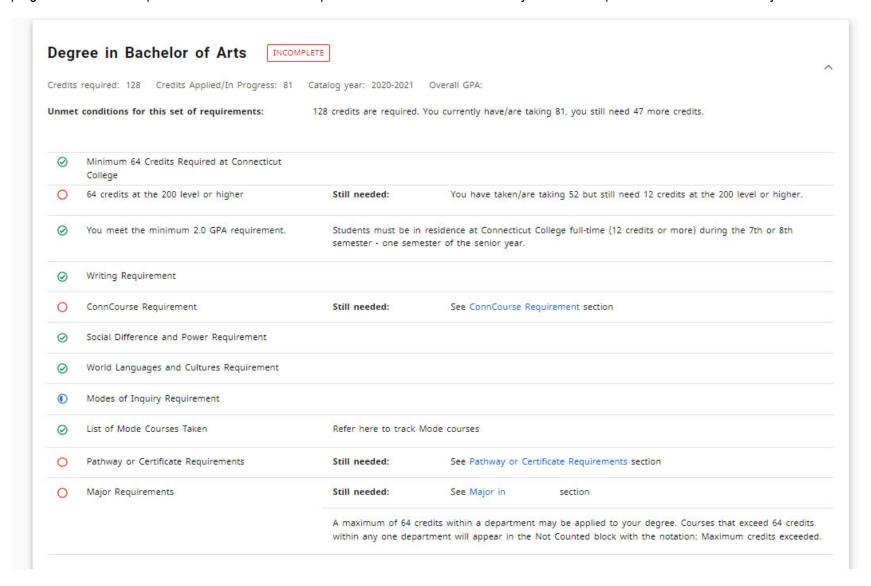
Major Requirement: Students must satisfy the requirements for at least one major. Once a student has declared a major, refer to the Major block for more information.

Minimum Courses Outside of a Single Department: Students must take at least 64 credits outside of any single department. Please note that students will be required to take in excess of 128 credits in order to satisfy degree requirements if they take more than 64 credits within a single department. Courses that exceed 64 credits in any one department will not be counted toward the 128 required for the degree and will appear in the Not Counted block with the notation "Maximum Credits Exceeded". Not Counted courses refer to degree requirements; these courses will appear on a student's official transcript.

<u>Courses in Common</u>: Only one course may be counted in common between a minor and another major or minor. Three to five courses may be counted in common between two separate majors, depending on the number of courses required for each major. Detailed information can be found on the <u>Major Overlap Form</u>. Courses which exceed these limits will not be applied to the requirements for the shared majors/minors.

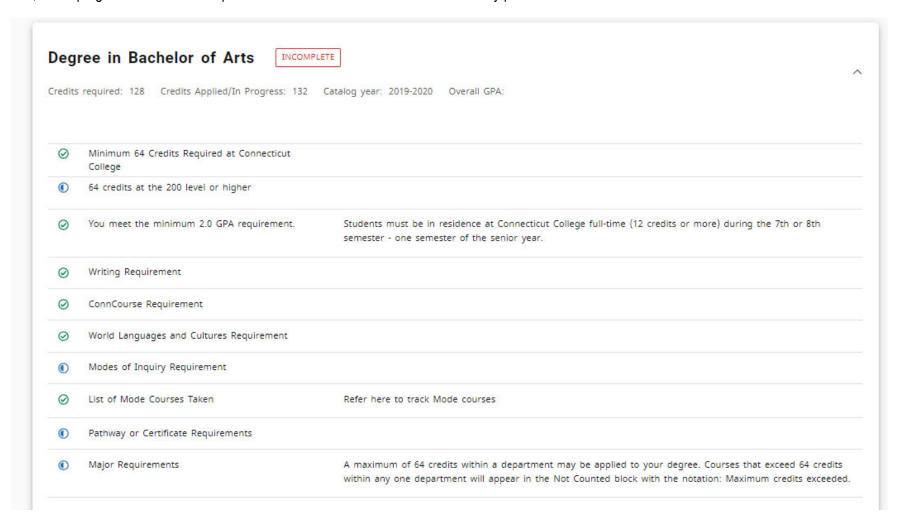
Example of Degree Block in Progress

In this example, the student has 47 more credits remaining to reach the 128 credit requirement. Of those 47 credits, 12 need to be taken at the 200 level or higher. The student has completed the Writing, Social Difference and Power, and World Languages and Cultures requirements. The Modes of Inquiry requirement is in progress. Additional requirements are needed to complete the ConnCourse and Pathway or Center requirements as well as the major.



Example of Degree Block with Requirements Complete/In Progress to be Completed

In this example, the student has completed all requirements except for the major and Pathway/Center. Major and Pathway/Center requirements, and credits to reach 128, are in progress and will be completed once the courses have been successfully passed at the end of the semester.



For information about the icons used in the degree audit, see the bottom of the degree audit or the last page of this guide.

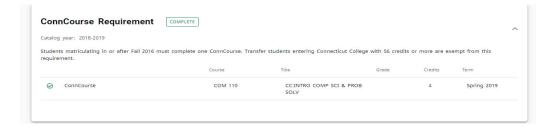
Writing Across the Curriculum Block

The Writing Across the Curriculum block appears after the Degree block and tracks progress toward completion of two designated Writing courses.



ConnCourse Block

The ConnCourse block appears after the Writing Across the Curriculum block and tracks progress toward completion of this requirement. Students must complete one ConnCourse. Transfer students entering Connecticut College with 56 credits or more are exempt from this requirement.



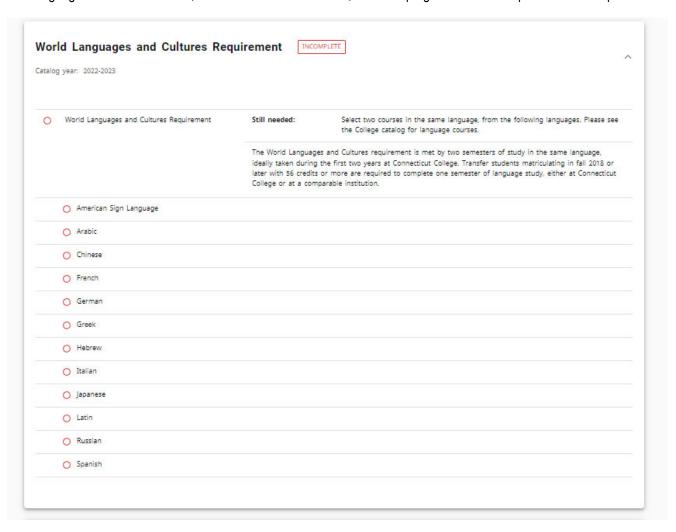
Social Difference and Power Block

The Social Difference and Power (SDP) block appears after the ConnCourse block and tracks progress toward completion of this requirement. Students matriculating in or after Fall 2021 must complete two SDP courses. Transfer students entering Connecticut College with 56 credits or more must complete one SDP course.



World Languages and Cultures Block

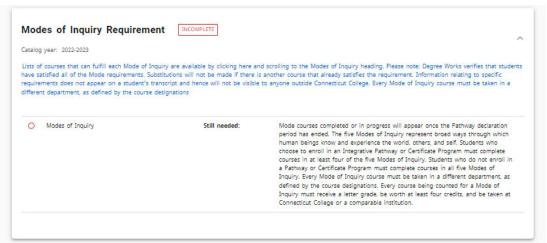
Students must take two semesters of study in the same language, ideally during the first two years at Connecticut College (one course if transferring in with 56 credits or more). The World Languages and Cultures block, which follows the SDP block, indicates progress toward completion of this requirement.



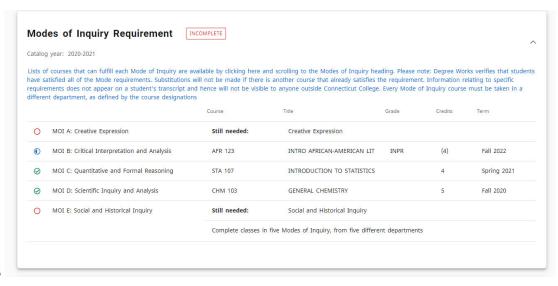
Modes of Inquiry Block

The Modes of Inquiry block appears after the World Languages and Cultures block and tracks progress toward completion of the Modes of Inquiry. Students must complete classes in all five Modes of Inquiry, taken in five different departments. Students pursuing a Pathway or Center certificate must take courses in four of the five Modes of Inquiry.

Prior to Pathway declaration, the Modes of Inquiry (MOI) Block will display informational text only (Example A). Once the Pathway declaration period has ended, Mode courses that have been completed or are in progress will display in the MOI Block (Example B).



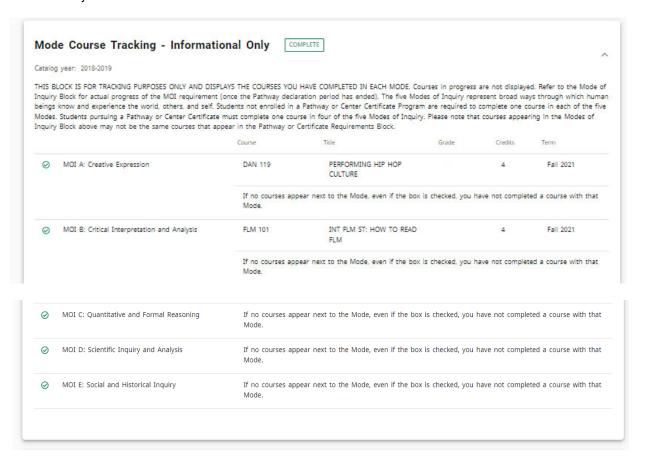
Example A



Example B

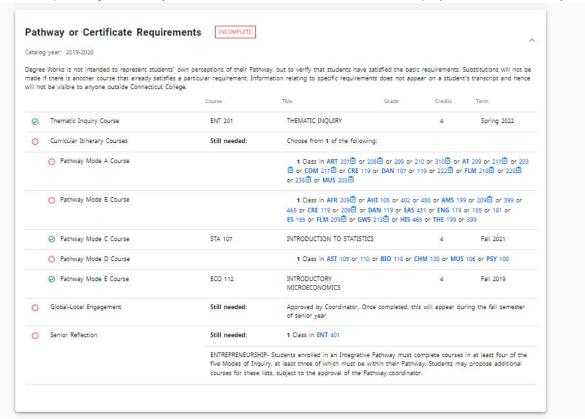
Mode Course Tracking Block

The Mode Course Tracking block follows the Modes of Inquiry block and displays all MOI courses that have been completed. In progress courses are not displayed. This block is informational only.



Pathway or Center Requirements Block

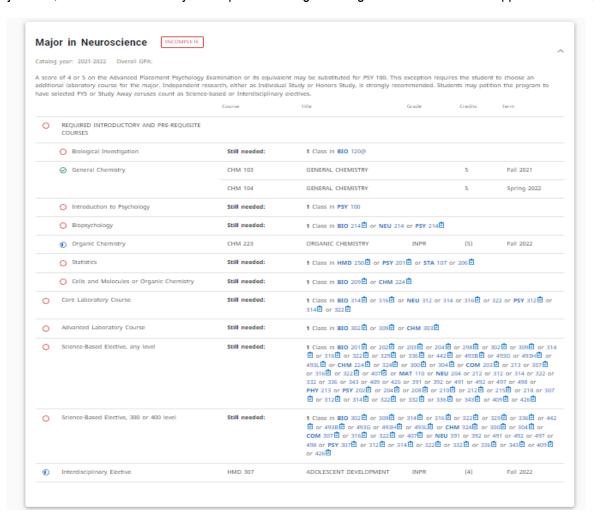
Once a student has been accepted into a Pathway or Center, the Pathway or Center Requirements block will appear after the Mode Tracking block and will track progress towards completion of these requirements. Students pursuing a Pathway or Center certificate must take courses in four of the five Modes of Inquiry. Students pursuing a Pathway must take at least three of the Modes of Inquiry within their Pathway.



Students should meet with their advisers regularly to discuss progress toward degree requirements, including Connections requirements.

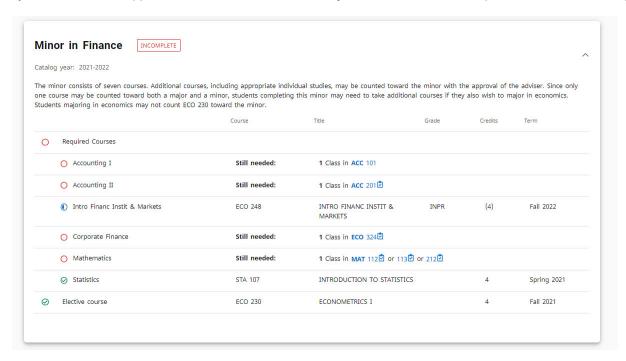
Major Block(s)

Requirements for a student's declared major appear after the Mode Tracking block, or the Pathway or Center Requirements block once a student has been accepted into a Pathway/Center. If a student has declared more than one major, the majors appear on the audit in the order in which they were declared. The first declared major appears before the second major, etc. Students should meet with their advisers to discuss degree requirements, including requirements for any majors and minors. An Overall GPA appears in the header of the Major block. This GPA is specific to the major and is provisional because it only calculates the courses that appear within the Major block. A student's major GPA, used for departmental distinction calculation, is considered to be any course that could have applied toward the major, including those appearing elsewhere in the audit (for example, in the Connections or Elective blocks or in another Major or a Minor block). A student's final major GPA, which is calculated by the department for graduating seniors and does not appear on the degree audit, will include all of these courses.



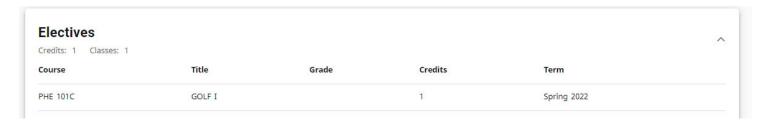
Minor Block(s)

Any declared minors appear as Minor blocks, after the Major blocks, and outline requirements for the minor(s).



Elective Courses Block

The Elective Courses block appears after all declared majors and minors on the audit. Any courses that have not been applied to the previous blocks, including Connections and Major or Minor, will appear as Elective courses as long as the student received passing grades and the courses are being counted toward the degree requirements. If a course that appears in the Electives block has been approved to apply toward the student's major or minor, a signed Course Exception Form must be submitted to the Registrar's office. Once the form has been received, the course will appear in the appropriate Major or Minor block.

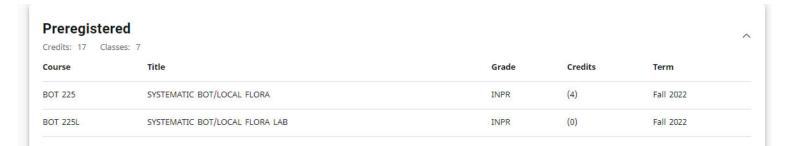


Insufficient Block

Courses for which a student received an insufficient (failing) grade or that the student withdrew from will appear after the Electives block, in the Insufficient block. Insufficient courses refer to degree requirements; these courses will appear on a student's transcript.

Preregistered Block

Courses in progress will appear after the Electives and Insufficient (if applicable) blocks, within the Preregistered block. These courses will also appear elsewhere in the audit (for example, in the Connections, Major, Minor, or Electives block), depending on what requirement they satisfy.



Over the Limit Block

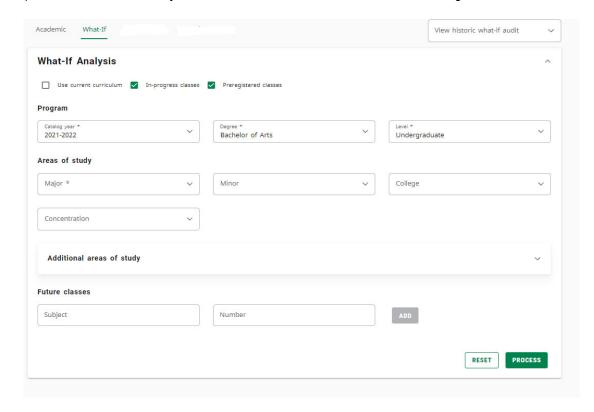
Courses that exceed the maximum number that can be counted toward the degree will appear in the Over the Limit block, at the bottom of the audit. For example, any courses taken over the maximum number of eight one-credit courses and/or any courses taken over the maximum number of 64 credits in any single department will appear in the Over the Limit block. Over the Limit courses refer to degree requirements; these courses will appear on a student's transcript.

Other Functionality

What-If Analysis

What-If allows a view of the student's degree audit using other majors, minors, or concentrations other than what has been declared. This is useful for students considering adding or changing a major or minor. Click on the What-If link under the Student Header on the audit, enter search criteria (if searching for a concentration, choose both the major and the concentration), and then click Process. To return to the degree audit, click on Academic under the Student Header.

The Future Classes functionality at the bottom of the What-If allows students and advisers to see how future coursework affects the audit, including Connections requirements. Enter the subject and course number of the course that is being considered and click on Add Course, then click Process.



GPA Calculator, Notes, Class History

Click on the three vertical stacked dots in the top righthand corner of the audit for access to GPA calculator, Notes, and a history of all classes taken. Please note that the Class History is not an unofficial transcript and has no student identifying information. Unofficial transcripts can be accessed through Self Service Banner.

Legend

○ Complete	The requirement has been completed.	
O Not complete	The requirement is NOT complete; refer to Still Needed within that requirement for more information.	
In Progress	The requirement will be complete once classes in-progress are successfully passed.	
Nearly complete - see adviser	The requirement is almost complete – contact your adviser to confirm final steps needed.	
Any course number	The @ sign is a wildcard placeholder for any number or letter. For example, students who need to take one class in FRH 493@ can take any FRH 493 course (FRH 493A, FRH 493N) to satisfy this requirement.	
Prerequisite	The required course has a prerequisite. Click on the course number for a detailed description of the course.	
INPR	The course is in progress.	

Disclaimer

The bottom of the audit contains the following disclaimer. Students should be aware that it is their responsibility to know and meet the requirements necessary for the degree. Any questions regarding degree eligibility or requirements should be directed to the student's academic adviser(s) and class dean.

You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Every effort has been made to ensure the accuracy of this audit; however, it is your responsibility to know and meet the requirements necessary for your degree. Final confirmation of the completion of all requirements is subject to department and Registrar approval. Please contact your academic adviser or your class dean for assistance in interpreting your audit. For information about ordering official transcripts, please see our website at http://www.conncoll.edu/academics/registrar/transcripts/.