DEGREE WORKS – STUDENT ACCESS

1. Log in to MyUCA
2. Click on Self-Service
3. Click Student & Financial Aid
4. Click DegreeWorks for Undergraduates

Your degree audit will load

1. Review your audit
2. Check your advisor, degree, major (concentration and minor if required). If any of this information is incorrect or not showing on your audit, in MyUCA, locate the Academic Advising Center box then click on change my major to make any updates. Your change will be forwarded to the Academic Advising Center to update. Once change has been made by the Academic Advising Center, your Degree Works audit will reflect the change

What- If: This tool is used if you are thinking about changing your degree, major, minor or concentration. Click on the What If at the left. This will come up with a set of search criteria. Click Degree (if changing this), click Bulletin Year (if changing from the old general education curriculum to the new lower division core), then select a major, minor or concentration you want to see a new audit on, then at the top, click on Process What-If. This will bring up a new audit with the information you have selected. You can do this as many times as you want. Select Worksheets to go back to your original audit when finished.

Save as PDF: This tool allows you to save or print your audit. Just click on the link to load.

GPA Calculators: This tool has three different GPA calculators that you can access to projecting your term grade point average to an advice calculator to project how many semesters it will take to improve your grade point average.

FAQ: This tool at the top is to be used if you have any questions about anything on your audit. Click on the FAQ button, find and click on your question, and the answer will show.