



Degree Evaluation Information for Students

IMPORTANT NOTE: Utica University uses Curricula Advising and Program Planning, (CAPP), hereby referred to as your degree evaluation, to evaluate your progress toward earning your degree or certificate. The degree evaluation is a valuable tool in helping you identify what courses are needed in order to meet your program requirements. Students should review their degree evaluation every semester, and consult with their advisor or success coach, with questions they may have.

It is important to understand that the degree evaluation is a tool. It is not an official report. Final graduation decisions are made by your department and the Registrar.

HOW TO RUN A DEGREE EVALUATION:

- Log in to Banner Web
- Click on "Student Services"
- Click on "Student Records"
- Click on "Degree Evaluation"
- Select the term and click "Submit"
- Your curriculum information will display. This includes your major(s), minor(s), concentration(s), specialization(s), and catalog term (term you matriculated at Utica University). Please verify that this information is correct since it controls what rules are used to create your degree evaluation.

Degree Evaluation

Information for [redacted]

 You may generate a degree evaluation for the curriculum(s) listed below. To view evaluation results, select a program.

Curriculum Information

Primary Curriculum

Program: BS-Cybersecurity
Catalog Term: Fall 2020
Level: Undergraduate
Campus: Distance Learning
College: Business and Justice Studies
Degree: Bachelor of Science

First Major: Cybersecurity

Email [redacted]

[[View Previous Evaluations](#) | [Generate New Evaluation](#) | [What-if Analysis](#)]

IMPORTANT: You need to click "[Generate New Evaluation](#)" at the bottom middle of the screen to first access your evaluations.

- If you have more than one program, you will need to review them one at a time.
- If your program information is incorrect, undergraduate students should go to their advisor or success coach to review. Graduate students, should contact the Office of Graduate & Professional Studies (OGS@utica.edu).

Here is an example of a student with one program:

Degree Evaluation

Information for [redacted]

 You may generate a degree evaluation for the curriculum(s) listed below. To view evaluation results, select a program.

Curriculum Information

Primary Curriculum

Program: BS-Health Sciences
Catalog Term: Fall 2020
Level: Undergraduate
Campus: Main
College: Health Professions and Educ
Degree: Bachelor of Science

First Major: Health Sciences-OT Track

Here is an example of a student with more than one program:

Generate New Evaluation

Information for [redacted]

To generate a new evaluation, select a program, degree, major and anticipated graduation term and select generate request.

Program: BS-Health Studies
Degree: Bachelor of Science
Major: Health Studies

Program: BA-Geoscience
Degree: Bachelor of Arts
Major: Geoscience

Term:

[[View Previous Evaluations](#) | [What-If Analysis](#)]

- Click **“View Previous Evaluations”** or **“Generate New Evaluation”** at the bottom of the page and follow the prompts.
 - If you choose to view a previous evaluation, a list of previously run evaluations will be displayed. Choose the evaluation with the most recent date.

View Degree Evaluations

Information for [redacted]

To view evaluation results, select a program.

You may only delete those requests you submitted.

Current Evaluations

Program	Submission Date	Request Number	Delete
BS-Health Sciences	Jul 14, 2022 03:32 pm	3	<input type="checkbox"/>
BS-Health Sciences	Jul 13, 2022 09:24 am	2	<input type="checkbox"/>
BS-Health Sciences	Jul 13, 2022 01:21 am	1	<input type="checkbox"/>

[[Generate New Evaluation](#)]

- If you choose to generate a new evaluation, when you click the “**Generate Request**” button, you may need to wait a few moments for it to process.

IMPORTANT NOTE: To ensure you are viewing the most current version of your degree evaluation, you should choose “**Generate New Evaluation**”.

Generate New Evaluation

Information for [redacted]

To generate a new evaluation, select a program, degree, major and anticipated graduation

Program: BS-Health Sciences
 Degree: Bachelor of Science
 Major: Health Sciences-OT Track

Term:

[[View Previous Evaluations](#)] [What-If Analysis](#)]

You need to select the program, even if you only have one, before you click “Generate Request”.

HOW TO READ YOUR DEGREE EVALUATION:

- The Degree Evaluation Report Header displays the curricula information you are being evaluated against. Please ensure this information is correct – especially the **Program, Major, Minor, and Concentration**.

Degree Evaluation Report

Information for [redacted]

This is NOT an official evaluation.

Student Details
 Name : [redacted]
 ID : [redacted]

Program :	BS-Criminal Justice
Campus :	Main
College :	Business and Justice Studies
Degree:	Bachelor of Science
Level :	Undergraduate
Majors :	Criminal Justice
Departments :	

Catalog Term :	Fall 2020
Evaluation Term :	Spring 2022
Expected Graduation Date :	May 06, 2023
Request Number :	2
Results as of :	Jul 15, 2022
Minors :	Cybersecurity
Concentrations :	Criminal Justice

Please note, not every student has a minor or concentration. If you do not, these will be blank.

Please be advised that the “Expected Graduation Date” is just an estimate, and is not always accurate.

- Your degree requirements are separated by areas. Each area displays a descriptive title. The word “Met” will appear if you have completed all the requirements in the area or “Not Met” if you are missing courses, credits, or have fallen below the required GPA for the area.
- Each area will list the courses you have taken that satisfy the requirement. The following information is provided:
 - Term you took or transferred the course
 - Course taken (course prefix, number, and title)
 - # of credits earned and used toward the requirement
 - Grade received:
 - Transferred grades will be flagged with a “T” (a transferred grade of A will display as TA, as shown in the example below).
 - If you originally received an Incomplete in a class, the grade will show with an “I” in front of it. The “I” does not affect GPA calculations.
 - Currently enrolled courses show a grade of “***”.

IMPORTANT NOTE: Banner assumes you will pass all currently enrolled courses with a grade of “C” or better and includes these credits in all calculations. If you do not successfully complete a course, and run a new degree evaluation, your audit will be adjusted.

The official count of your total credits earned is your transcript.

The screenshot shows a degree audit interface. A blue box labeled "Met Area" points to a green "Met" status indicator. Another blue box labeled "Transferred Courses" points to a grade of "TA" in a table. The table lists courses taken in Summer 2021, Fall 2021, and Summer 2021. The total credits are 6.00 and the GPA is 0.00.

Term	Prefix	Number	Title	Credits	Grade
Summer 2021	HIS	127	America 1877-Present	3.00	TA
Fall 2021			Transfer - Core Exempt	3.00	TB
Summer 2021	GOV	101	Intr Politics & American Govt		

Total Credits: 6.00 **GPA:** 0.00

Not Met Area

In progress course

Not Met Area : Business Management Major

Must take ACC 201, ACC 202, BUL 301, ECN 131, ECN 141, ECN 241, FIN 333, MGT 101, MGT 201, and MKT 211.

Fall 2021	ACC	201	Financial Accounting	3.00	A-
Spring 2022	ACC	202	Managerial Accounting	3.00	A-
Spring 2022	BUL	301	The Legal Environment of Bus	3.00	A
Fall 2020	ECN	131	Prin of Microeconomics	3.00	B+
Spring 2021	ECN	141	Prin of Macroeconomics	3.00	B
Fall 2022	ECN	241	Statistics	3.00	***
Spring 2021	MGT	101	Intro to Contemp Business	3.00	A
Fall 2021	MGT	201	Principles of Organ and Mgt	3.00	B-
Spring 2021	MKT	211	Principles of Marketing	3.00	C+
Total Credits:				27.00	GPA : 3.33

Please be advised that each area must be “Met”, as well as the “Total Required” credits and the “Overall GPA” at the top of the degree evaluation in order to be eligible to graduate.

Student Details

Name : [REDACTED]
 ID : [REDACTED]

Program : BS-Cybersecurity
 Campus : Main
 College : Business and Justice Studies
 Degree: Bachelor of Science
 Level : Undergraduate
 Majors : Cybersecurity
 Departments :

Catalog Term : Fall 2020
 Evaluation Term : Fall 2022
 Expected Graduation Date : May 05, 2023
 Request Number : 3
 Results as of : Jul 18, 2022
 Minors : Fraud & Financial Crime Invest
 Concentrations : Netwrk Forensics Intrusion Inv

Program Evaluation

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	120.00	99.00		35
Overall GPA :	Yes	2.00	3.65		

Students must also complete the “[Degree Application](#)” to have their degree or certificate awarded by the University. Students are not reviewed for their degree unless they submit their degree application. Below are the deadlines to apply for your degree.

March 15th - Deadline to apply for May Degree

June 15th - Deadline to apply for August Degree

October 15th - Deadline to apply for December Degree