

Degree Evaluation

The degree evaluation is designed to assist advisors and students with course planning, measuring program completion, and curriculum advising.

The system is constantly undergoing revisions to better incorporate catalog requirements. A degree evaluation report is not an official evaluation and does not replace any requirements listed in the University catalog. If you find any discrepancies, errors, or omissions, please report those by sending an e-mail to DegreeAudit@odu.edu. Please include your name, the UIN of the student whose evaluation has problems, and a description of the issue(s).



Old Dominion University

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Old Dominion University



*Degree
Evaluation
For
Advisors*

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Degree Evaluation

The degree evaluation module is a system in Banner that allows advisors to measure a student's academic progress. Please note, the system does not replace the University Catalog and evaluation reports are not official. The degree evaluation module is constantly being updated to correct any omissions or errors in the rules.

Running an Evaluation:

- Log into LeoOnline
- Click *Faculty & Advisors*
- Click *Student Menu*
- Click *Degree Evaluation*
- Select the current term, or the most future term for which the student has pre-registered, then click *Submit*
- Enter the student's UIN and click *Submit*
- Verify the selection of the correct student and click *Submit*
- Scroll down to the bottom of the page and click *Generate New Evaluation* (Note: If the student is in an "Intended Program" you will need to use the What-if Analysis)
- Click the radio button next to the program for which you would like to run an evaluation and click *Generate Request*
- Click the radio button next to *Detail Requirements* and click *Submit*

Reviewing an Evaluation

The first section of the degree evaluation report summarizes the student's curriculum information and provides an overall list of degree requirements, such as overall GPA, minimum number of credit hours, etc.

The next section of the report is divided into program *Areas*. These areas may be displayed as Departmental Requirements, Lower Division General Education Requirements, Major Requirements, Upper Division General Education Requirements, General Electives, and other degree requirements. The requirements appear on the left and the courses or credits that meet the requirement are located on the right.

Departmental Requirements are specific to each program and typically include courses that can also be used as part of other areas.

Lower Division General Education Requirements are the University requirements that all undergraduate students must complete.

Major Requirements include all courses necessary to complete the major. The major area will include all major courses taken and enforces the major GPA requirement for the program.

Upper Division General Education Requirements include the requirements for clusters and minors.

General Electives include all other courses taken or attempted that do not apply toward any other requirements.

Other Degree Requirements include various tests and assessments required for graduation.

What-If Analysis

This feature allows advisors to compare a student's current academic history to the requirements of different programs. This can be extremely useful to students who are considering switching majors or *major shopping*.

Running a What-if Analysis:

- Log into LeoOnline
- Click *Faculty & Advisors*
- Click *Student Menu*
- Click *Degree Evaluation*
- Select the current term and click *Submit*
- Enter the student's UIN and click *Submit*
- Verify the selection of the correct student and click *Submit*
- Scroll down to the bottom of the page and click *What-if Analysis*
- Select the student's entry term, or catalog term, and click *Continue*
- Select the desired program (listed by major) and click *Continue*
- Select the *First Major*
 - If you need to add a minor or concentration, click *Add More*, otherwise click *Submit*
 - If you selected *Add More* to add a concentration, select the appropriate concentration(s) from the drop-down list
 - If you need to add a minor, click *Add More* again and select the appropriate minor(s)
 - When all concentrations and minors are selected, click *Submit*
- Click *Generate Request*
- Click the radio button next to *Detail Requirements* and click *Submit*