

Student Guide To Degree Audits



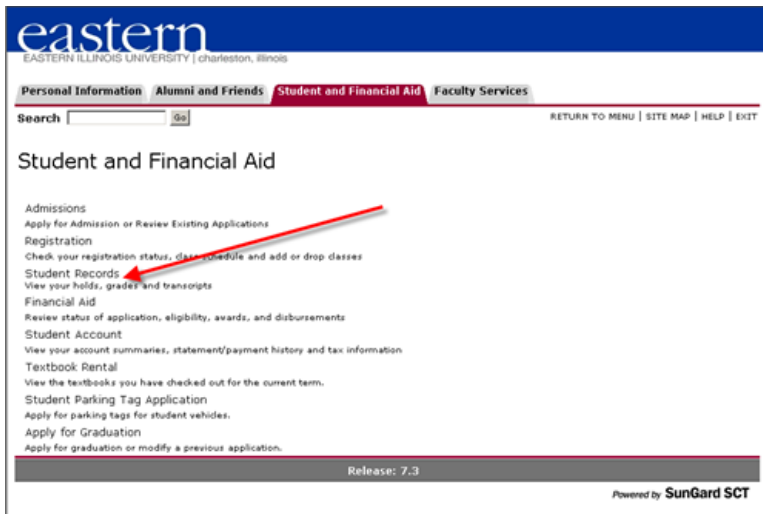
Available online at
<http://www.eiu.edu/~acaffair/dars/index.php>

Running the Degree Audit: Student Guide

1. Once you are in PAWS, select the "Student and Financial Aid" tab from the Main Menu." (If you do not know how to access PAWS, review "[Accessing the Degree Audit.](#)")



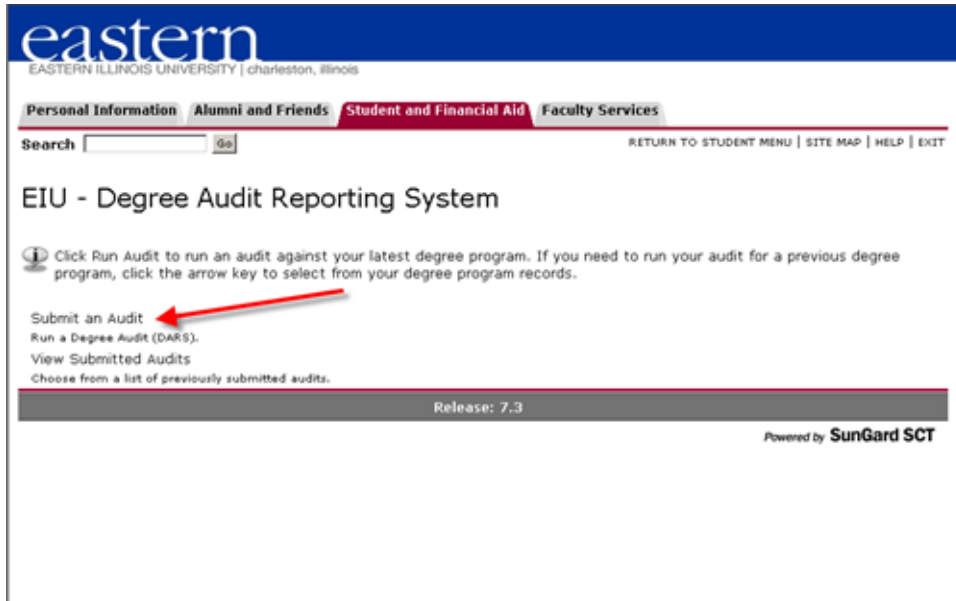
2. Now select "Student Records."



3. Select "Degree Evaluation."

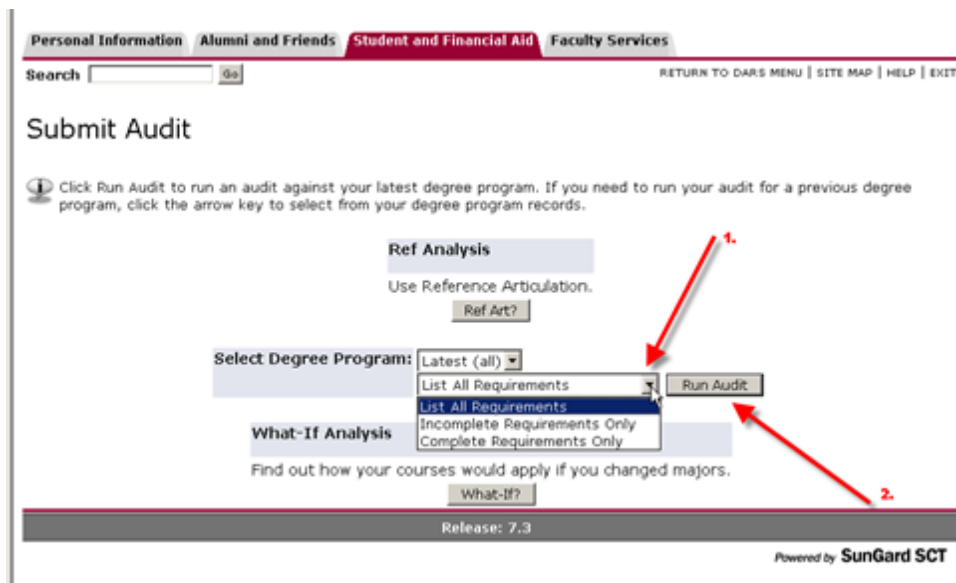


4. Select "Submit an Audit" to create a new degree audit. You also can view recently submitted audits by clicking "View Submitted Audits."



5. To **run an audit for your declared major**, select one of the options from the drop down menu below and then select "Run Audit."

Note: You have the option of running an audit that lists all requirements, only incomplete requirements, or only completed requirements. Normally, you would select "List All Requirements."



6. Now select either "View Submitted Audits" or, if you are running several audits, "Submit Another DARS Report."

Note: Occasionally, an error message will appear, advising you that you should contact the Webmaster for more information. These messages usually indicate that you have selected an inappropriate combination of majors and minors, and your best recourse is to run the audit without the minor. If you do need assistance, however, please contact your advisor or college degree certification officer for assistance.

**Your audit has been submitted.
Please allow up to 5 minutes for the audit to finish.**

[view submitted audits](#)
[Submit another DARS Report](#)

Release: 7.3

7. If you elect to view your audit, you will find it on the "List of Available Audits." Single-click its name and the audit will open.

Search

RETURN TO DARS MENU | SITE MAP | HELP | EXIT

List of Available Audits

Below is a list of available audits at this time. If you do not see the audit that you just submitted, please wait a few minutes for it to finish and then click "Refresh the List". It may take up to 5 minutes after submission before an audit is viewable.

Current Audits
Audits will automatically be deleted after 7 days
[Refresh the List](#)

Date	Name	View Link	Delete
Nov 06, 2007 02:15pm	Tom Walker	BA IN JOURNALISM	Delete
Nov 06, 2007 01:46pm	Joe Smith	BA IN POLITICAL SCIENCE	Delete
Nov 06, 2007 01:46pm	Julie Walker	BS IN BIOLOGY	Delete
Nov 05, 2007 03:15pm	Jane Doe	BS IN CHEMISTRY	Delete
Nov 05, 2007 03:15pm	John Doe	BA IN SOCIOLOGY	Delete
Nov 05, 2007 01:49pm	Thomas Smith	BA IN PHYSICS	Delete
Nov 05, 2007 01:48pm	John Walker	BA IN ART	Delete
Nov 05, 2007 01:48pm	Julie Doe	BA IN HISTORY	Delete

8. Review the Audit!

View Audits

DARS Web Audit

[View a Printer Friendly Report](#)
[Return to Audit List](#)

Prepared 11/14/07 - 14:42

Name: Graduation Year: Fall 2010
Program: BA-PLS Catalog Year: Fall 2006
www.eiu.edu

BA IN POLITICAL SCIENCE


Advisor:

TRANSFER EQUIVALENT COURSES COMPLETED YEAR/TERM: FA06
TAKEN AT: Lake Land College


You have not met at least one requirement.

Note: The audit that opens is an "enhanced audit." The enhanced audit actually is two audits: A summary of requirements and a more detailed list of requirements. Clicking on the colored arrow to the left of a summary requirement will take you to the more detailed version of that same requirement.

Summary:

 OK Selection Process for Teacher Certification Programs

Detailed Version:

 OK Selection Process for Teacher Certification Programs
GPA requirement

EARNED:	1 SUB-GROUP
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+ 1) You must have a minimum GPA of 2.65 in at least 12 hours taken at EIU.

12.00 HOURS EARNED		
12.00 GPA Hours:	33.00 POINTS	2.75 GPA
NEEDS:		2.65 GPA

The enhanced audits can be quite long. You also may find the colors and graphics distracting. For these reasons, you may prefer reviewing the "Printer Friendly Report," which you can access from the link at the top of the enhanced audit.

[View a Printer Friendly Report](#)
[Return to Audit List](#) 

If you need help understanding your degree audit, see the [Annotated Degree Audit](#).

NOTE: To run an audit for a major other than the one you currently have declared, see [Running a What-If Audit](#).

NOTE: To run an audit of current and planned transfer coursework, see [Running a Reference Articulation Audit](#).