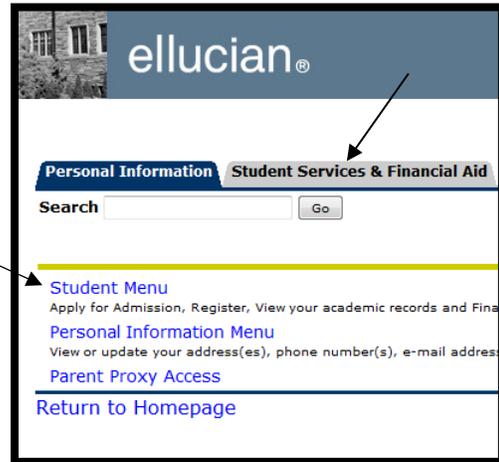


How to Generate a Degree Evaluation

Student Instructions

After logging into My.IWU, complete the following to generate a Degree Evaluation:

- Click Banner Self-Service.
- Select Student Menu link or Student Services Tab.



- Select Student Records.
- Click Degree Evaluation.
- Select the term you would like evaluated (typically it should be the current term).
- At the bottom of the screen - select **Generate New Evaluation** or **What-if Analysis** to proceed.

NOTE: To ensure that you have the most up-to-date information (e.g. classes you are registered for), you must select **Generate New** *each time* you run a Degree Evaluation.

<u>Generate New Evaluation</u>	<u>What –if Analysis</u>
<p>This would bring up the degree and major(s) that we currently have in the computer system for the student.</p> <ul style="list-style-type: none"> • Ensure the radio button next to the Program (Degree) that you would like the Degree Evaluation generated for is selected. • Select the desired term (typically the current term). • Click Generate Request. 	<p>This allows entry of a different major or degree to see what progress the student would have towards this course of study.</p> <ul style="list-style-type: none"> • Select the entry term; the term the student entered IWU. • Select the Program or Degree and continue adding majors and concentrations as necessary • Select the desired term (typically the current term). • Click Generate Request.