



Degree Works Student Reference Guide

What is Degree Works?

Degree Works is a web based tool designed to help students and advisors monitor student's progress toward graduation completion. Degree Works combines NCCCC's graduation requirements and the coursework you have completed with an easy-to-read worksheet that shows you how courses that you have completed will count toward graduation requirements, and that will help you determine which courses and requirements you still need to complete.

How to Access Degree Works

Quick Links

1. Go to the NCCCC homepage – www.niagaracc.suny.edu.
2. Click on **"Degree Evaluation"** at the bottom of the page in the Students column.
3. Follow the instructions on how to log into Degree Works.

Banner Web

1. Log into Banner Web
2. Click on **"Student & Financial Aid"**
3. Click on **"Student Records"**
4. Click on **"Degree Evaluation"**
5. Follow the instructions on how to log into Degree Works.

Blackboard Learn & FAQ

You can access the Degree Works FAQ page or the Blackboard Learn Homepage by clicking the appropriate button at the top of the page.

Blackboard Learn

FAQ

Reading your Worksheet

At the top of your worksheet, you will see your information listed.

Student View		AA162FAH as of 02/26/2015 at	
Student	Doe, Jane	Attempted Credit Hours	32
ID	*****	Earned Credit Hours	32
Degree	Associate in Science	Overall GPA	3.90
Major	Criminal Justice AS	Academic Standing	Good Standing
Concentration		Transfer Credit Hours	0
Address/Phone	123 Any St, Your Town, NY 11111 (555) 555-5555	Advisor	Morse, MaryBeth NCCCC - D205 (716)614-6781
		Dual Admissions	BR8C - Click for Dual Admission Requirements
		Student Type	Continuing Student
		Eligibility for Registration	Begin 3/09/15
		Hold Type	
		Confidential	

Tip: Click on your Advisor's name to send an email to him/her. You can also find room and phone number information for your advisor here.

The Key provides an explanation of the various symbols you will find throughout your evaluation.

Key		
<input checked="" type="checkbox"/> Complete	<input type="checkbox"/> Class in Progress	(T) Transfer Class
<input type="checkbox"/> Not Complete	<input type="checkbox"/> Incomplete (Grade, GPA, Subject, etc.)	@ Any subject or course number
^ Prerequisite Required	IP In Progress	PL Planned

Note: grades with an * are not included in the GPA

Your evaluation will display requirements that are needed for graduation and will be shown as **Completed courses** with a green checkmark; **In-Progress courses** with a blue ~ symbol, or **Still needed (not completed)**, which will display a blank checkbox and will be noted as Still Needed on the evaluation.

Major in Physical Therapist Assistant							GPA: 2.76
A grade of C or better is required in all PTA and BIO courses.							
PHYSICAL THERAPY AND BIOLOGY COURSES							
<input checked="" type="checkbox"/> Introduction to Clinical Kinesiology	PTA 110	Introduction to Clinical Kines	B+	3	Fall 2012	Completed	
<input checked="" type="checkbox"/> Basic Patient Care Skills	PTA 111L	Basic Patient Care Skills for	B+	1	Fall 2012		
<input checked="" type="checkbox"/> Physical Therapy Foundations Laboratory	PTA 112L	Physical Therapy Foundations I	B-	1	Fall 2012		
<input checked="" type="checkbox"/> Introduction to the PT Profession	PTA 116	Introduction to the PT Profes	A	2	Fall 2012		
<input checked="" type="checkbox"/> Clinical Orthopedics	PTA 130	Hybrid/Clinical Orthopedics	B-	4	Spring 2013	In-Progress	
<input checked="" type="checkbox"/> Clinical Orthopedics Lab	PTA 131L	Clinical Orthopedics Lab	B+	2	Spring 2013		
<input type="checkbox"/> Clinical Practicum I	PTA 150	Clinical Practicum I	P	(3)	Summer 2013	Not Completed	
<input type="checkbox"/> Physical Agents	PTA 210	Physical Agents	P	(2)	Fall 2013		
<input type="checkbox"/> Physical Agents Laboratory	PTA 211L	Physical Agents Laboratory	P	(2)	Fall 2013		
<input type="checkbox"/> Clinical Medicine I	PTA 220	Clinical Medicine I	P	(1)	Fall 2013		
<input type="checkbox"/> Clinic Operations and Management	PTA 226	Clinic Operations and Mgmt	P	(1)	Fall 2013		
<input type="checkbox"/> Pediatrics	Still Needed: 1 Class in PTA 230					Still Needed	
<input type="checkbox"/> Pediatrics Laboratory	Still Needed: 1 Class in PTA 231L						
<input type="checkbox"/> Neurorehabilitation Laboratory	Still Needed: 1 Class in PTA 232L						
<input type="checkbox"/> Clinical Medicine II	Still Needed: 1 Class in PTA 240						
<input type="checkbox"/> Clinical Practicum II	Still Needed: 1 Class in PTA 250						
<input type="checkbox"/> Clinical Practicum III	Still Needed: 1 Class in PTA 275						
<input type="checkbox"/> Clinical Practicum IV	Still Needed: 1 Class in PTA 295						

Tip: Click on a class listed as "Still Needed" to see the course description, pre-requisites, and course offerings.

Class History

By clicking on Class History, you can view a listing of all previous coursework that you have taken. This is similar to an Unofficial Transcript.

What If Analysis

You can run a degree evaluation to determine which credits will fulfill requirements if you would like to change their major.

- Click on "What If" in the menu on the left side of your screen.
- Choose a Major from the drop-down menu.
- If choosing a program that requires a Concentration (i.e. Individual Studies), you must also choose the Concentration from the appropriate drop-down menu.
- Click on "Process What If" at the top of the screen.

GPA Calculator

If you click on the **GPA Calc** tab at the top of the screen, you can use either the Graduation or Term Calculator to estimate your GPA.

- **Graduation Calculator:** This calculator will help you determine what you need to average over the course of your remaining credits to achieve a desired GPA.
- **Term Calculator:** This calculator will help you to determine what your GPA will be at the end of the term based on your estimate of what your final grade will be in your classes.

Look Ahead

If you would like to see how a future course will fit into your program requirements, you can use the **Look Ahead** function to find out. Keep in mind that when you use the Look Ahead function, you are not actually registering for the course.

- Click on "**Look Ahead**" in the left hand column.
- Enter the course subject and number and click "**Add Course**". You will then see the course populate in the Courses you are considering box.
- Click on "**Process New**" at the top of the screen.
- You will then be taken to the Evaluation. You will find the course you have chosen listed in the evaluation as **PLANNED**. If you have already taken the chosen course, it will be listed in the Courses Not Used area at the bottom as **PLANNED**.

		172^ or 181 or 182 or 209 or 210 or 215^ or 216^ or 236^ or 237^ or 240^ or 241^ or THA 100 or 101 or 102 or 105 or 106^ or 107 or 108^ or 110 or 113 or 117 or 126 or 129 or 130 or 134 or 150 or 170 or 200 or 208 or 231 or 232			
<input checked="" type="checkbox"/> History Elective	HIS 120	US to 1965	A-	3	Fall 2011
<input type="checkbox"/> Literature Elective	Still Needed:	1 Class in LIT 205^ or 209^ or 210^ or 211^ or 213^ or 214^ or 216^ or 217^ or 222^ or 226 or 233^ or 241^ or 245^			
<input checked="" type="checkbox"/> Mathematics Elective	MAT 164	Introduction to Statistics	PLAN	(3)	PLANNED
<input type="checkbox"/> Science Elective	Still Needed:	3 Credits in BIO 100 or 101 or 102 or 105 or 109 or 110^ or 117 or 130 or 133 or 134 or 136 or 144 or 201 or 205 or 207 or 208 or 209 or 210 or 213 or 214^ or 215^ or 221^ or 230 or 240 or 246^ or 250^ or 255 or 260 or 275 or CHE 100^ or 120^ or 121^ or 230^ or 234^ or 236^ or 243^ or 244 or 245 or PHS 101^ or PHY 112 or 113^ or 114^ or 116 or 120 or 131 or 132^ or 152 or 171^ or 172^ or 273^ or 274^			

If you have any questions, please contact the Registration & Records Office at 716-614- 6254 or email at registration@niagaracc.suny.edu.