

FREQUENTLY ASKED QUESTIONS (FAQ'S) FOR ACADEMIC REQUIREMENTS

1. What is Academic Requirements report?

Academic Requirements- the term used to describe Degree Audit, is a computer based report showing the progress you are making toward meeting degree/certificate and/or transfer requirements of your major. This tool is intended to help you understand the courses required for your major and to help plan course selection for each term. The report takes into account the major requirements, completed courses and courses in progress. IT IS NOT AN OFFICIAL COLLEGE DOCUMENT.

The report is provided to assist in planning course selection each term. Please know that every effort has been made to ensure the correctness of the information. It is your responsibility to: (1) meet with a counselor regularly, (2) review the Academic Requirements report and confirm its accuracy, (3) successfully complete in-progress courses, and (4) register for the proper sequence of courses to satisfy your program requirements.

2. How far back does the Academic Requirements report go back?

The Academic Requirements report begins with the catalog year 2007/08. It reflects the majors that were active in 2007/08 through the current academic year. If you have catalog rights prior to 2007/08, you are advised to meet with a counselor to determine the correct catalog for your major.

3. What are catalog rights?

It is the academic year in which your enrollment began, and designates the Catalog used to create your Academic Requirements report. There are a number of factors that determine your catalog rights. See a Counselor for information about your Catalog rights.

4. My Academic Requirements report says I have completed the requirements for XX degree/certificate. What do I do now?

You are advised to meet with a counselor to review the report and take the next steps as advised by your counselor.

5. Why is my report blank?

There are a number of reasons which may answer this question. 1) You may not have the correct major identified in your Academic Requirements report; 2) You do not have a current application on file; 3) Your supplemental enrollment form is not current; 4) You may have chosen the major "Undecided".

6. Why did some of my completed courses not show up on my Academic Requirements report?

There are a number of possible reasons: 1) the grade for the course was a “D” or “F”; 2) the course was not degree applicable; 3) the course was not taken at a Los Rios college; 4) the course may come into your report in a different area than you were expecting. You are advised to meet with your counselor to discuss further.

7. How did my major get selected on my Academic Requirements report?

You selected that major when completing your application and/or supplemental enrollment form. You are advised to meet with a counselor to discuss your major to ensure your Academic Requirements report reflects your current major.

8. I have credits from other colleges. Will the Academic Requirements report include those courses?

No, the report only includes courses taken at the colleges in the Los Rios Community College District -American River, Cosumnes River, Folsom Lake and Sacramento City.

9. What does “Plan by my Requirements” mean?

The “Plan by my Requirements” report will identify courses per your major that will meet the requirements for the degree/certificate. You will have the option to select those courses as you enroll in future terms.

10. Why do I get an error message when I click on the “Expand All/Collapse All/Green Arrow” buttons in my Academic Requirements report?

It is a web browser error that occurs when using Firefox or Chrome. Try using Internet Explorer instead.

GLOSSARY OF TERMS – ACADEMIC REQUIREMENTS

Academic Requirements: The term used in e-Services for degree audit which is an automated system designed to provide information pertaining to degree/certificate progress.

Select Institution/Career: This term is used to denote the college(s) in your Academic Requirements report, i.e. ARC, CRC, FLC, SCC.

Collapse All: If this button is pushed, it will condense the Academic Requirements report to headings, no details.

Expand All: If this button is pushed, it will open up all heading areas and provide greater detail.

View All or View 100: If you click on the link, it will expand the course listings in a specific area, i.e. Humanities.

Dynamic Condition: A condition that is not a course, needed to satisfy a requirement-i.e. Taking a competency test, typing test, DD214, etc.

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