CAMPUS CAFE

Degree Audit Documentation

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INTRODUCTION

The Campus Café Degree Audit offers the following features:

- Individual degree audits for a student. A student can have multiple majors or minors in the current degree row and the degree audit will produce a separate audit for each.
- Ability to do "what if" scenarios. When running an individual audit, the catalog semester or the major can be changed to see what the degree audit will look like with new parameters.
- Batch Degree Audits. The user can create a result set on the student finder and print multiple degree audits.
- From the batch degree audits, the user can save to a database table with their ID number and run the reverse degree audit base report.
-

The Degree Audit is made up of the following components:

1) Degree Requirements – stored primarily in table RGDREQ (requirements) with some additional information stored in table RGDGRP (requirements grouping).
2) Enrollments, Courses & grades – stored in table RGENRL (enrollments) by student and semester having a degree level identifier.
3) Degree – stored in table RGDEGR (degree) with current flag=X having a Major/Concentration code and a degree level identifier.
4) Degree Audit – the mapping of enrollments to requirements and presented either online in a browser or printed.

For a simpler example with one major code, the degree audit will find the student's current degree row and get their degree audit semester (catalog semester) and major. These two parameters will be used to find the degree audit requirements (table RGDREQ).

The latest row with that major and semester will be fetched. For example, if the student's major is ACC (accounting) and the degree audit semester is 202010 (fall 2019), and the latest requirements set for ACC is 201610 (fall 2015) it will use that set. In other words, only need to create/copy a new requirement set if the catalog changes.

Requirements have a key of major and semester, a number and sequence. There can be up to 4 "levels" of requirements detailed as follows:

1) Level 1 – specific requirements (i.e. EN101 means the student must have enrolled with a passing grade in EN101).
2) Level 2 – enrollments fitting into a program (initial prefix of a course – i.e. program BIO which is defined as enrollments that begin with BIO like BIO101, BIO102, etc.)

3) Level 3 – enrollments fitting into a user defined (e.g. – group HUM defined in table RGDGRP with possible courses of HUM180, HUM190, HUM195, etc.).
4) Level 4 – free electives – any passing grade enrollment not used by another prior requirement.

Within these arbitrary levels N number of requirement numbers can be created each defining a "requirement set". Each set has a sequence number of 0 defined as the "master requirement" and can also have any additional sequence numbers as necessary to complete the requirement set (including rows for comments that appear on the degree audit, but are not part of the matches). The sequence 0 requirement holds the overall quantity of credits needed to meet the requirement. Further properties of the requirement like minimum grade, course level restrictions (i.e. 300 level course, etc.), hiding the requirement and the description are also available. **Note** – these requirement levels are not the same as the degree level as found in the degree and enrollments.

The Degree Audit processor reads in the student's current degree row to determine their major and catalog semester and degree level. If an exact match isn't found in requirements table RGDREQ for that catalog semester and major, the next lowest catalog semester for the major is used. The catalog semester used will print on the Degree Audit.

The requirements in the selected catalog are organized first by all level 1 requirements. The level 1 requirements are then put in process number order (lowest to highest with 0 meaning last). For all requirements with the same process order number, the requirements are processed in requirement number then sequence number order. All other requirements (levels 2-4) are sorted by process order. This enables a requirement to be processed before a lower level requirement. If the process order is the same requirements are processed in level, requirement and sequence number order.

The majority of enrollments are processed in descending Quality Points order. All possible Level 3 requirement satisfier are sorted first by the lowest number of level 3 requirements that they could fill and then by descending Quality Point.

After all enrollments have been tested against the requirements any unused enrollments are listed at the end of the Degree Audit. Finally, a grade point average (GPA) calculation sums up the Degree Audit. The category sort is used to control where a requirement prints on the audit and has no bearing on the processing order.

Example audit header and detail:

```
                                PAGE 1 of 1 CATALOG:Accounting: MAJOR1
THIS DEGREE AUDIT IS NOT AN OFFICIAL TRANSCRIPT.

                        Date Printed          3/9/20
Karen Florence Holbrook                             ADVISOR        Charles  Mingus
200 Pleasant Street                                 DEGREE         Bachelor of Science
Boston, MA 02490-5144                               PROGRAM        Bus. Management
UNITED STATES                                       MAJOR          Accounting
                                                    MAJOR 2        Finance
                                                    MAJOR 3
(781)456-3457                                       MINOR          Mgmt/Info Systems & Technology
                                                    MINOR 2        MS/Windows Programming Cert
                                                    MINOR 3

                                                    CLASS          2017
                                                    ACAD STATUS
                                                    PRIOR SCHOOL GRAD YEAR       2015

ID#:  78518
                            CATALOG   Fall 2015                        Accounting
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
Credits     Requirement                     MET?          Completion
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
                                   General Requirements
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
  3.00 ENG101  College Writing               YES  ENG101  English 101                  A     3.00   Fall 2015
               Take Fall of 1st year
  3.00 ENG102  Writing & Research            NO
  3.00 HUM110  Intro. Humanities             YES  HUM110  Intro. Humanities             A     3.00   Fall 2015
  3.00 MTH101  Algebra/Trigonometry          YES  MTH101  Math I                        T     3.00   TRANSFER CRED
  3.00 MTH102  Intro to Calculus             NO
  3.00 SOC101  Introduction to Sociology     NO
  6.00 MTH     Mathematics Level 200 or above NO
  9.00 HUM     Humanities group for Accountin YES  HUM320  Jr. Humanities I              A     3.00   Fall 2015
                                                   PSY320  Organizational Behav         A     3.00   Spring 2016
                                                   ENG208  Public Speaking              B     3.00   Fall 2015
  9.00 SOC     Sociology courses             NO
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
                                   Major Requirements
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
  3.00 ACC101  Accounting I                  YES  ACC101  Accounting I                 A     3.00   Fall 2016
  3.00 ACC102  Accounting II                 YES  ACC102  Accounting II                B     3.00   Fall 2016
 12.00 ACC     Accounting Classes            NO
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
                                   Electives
```

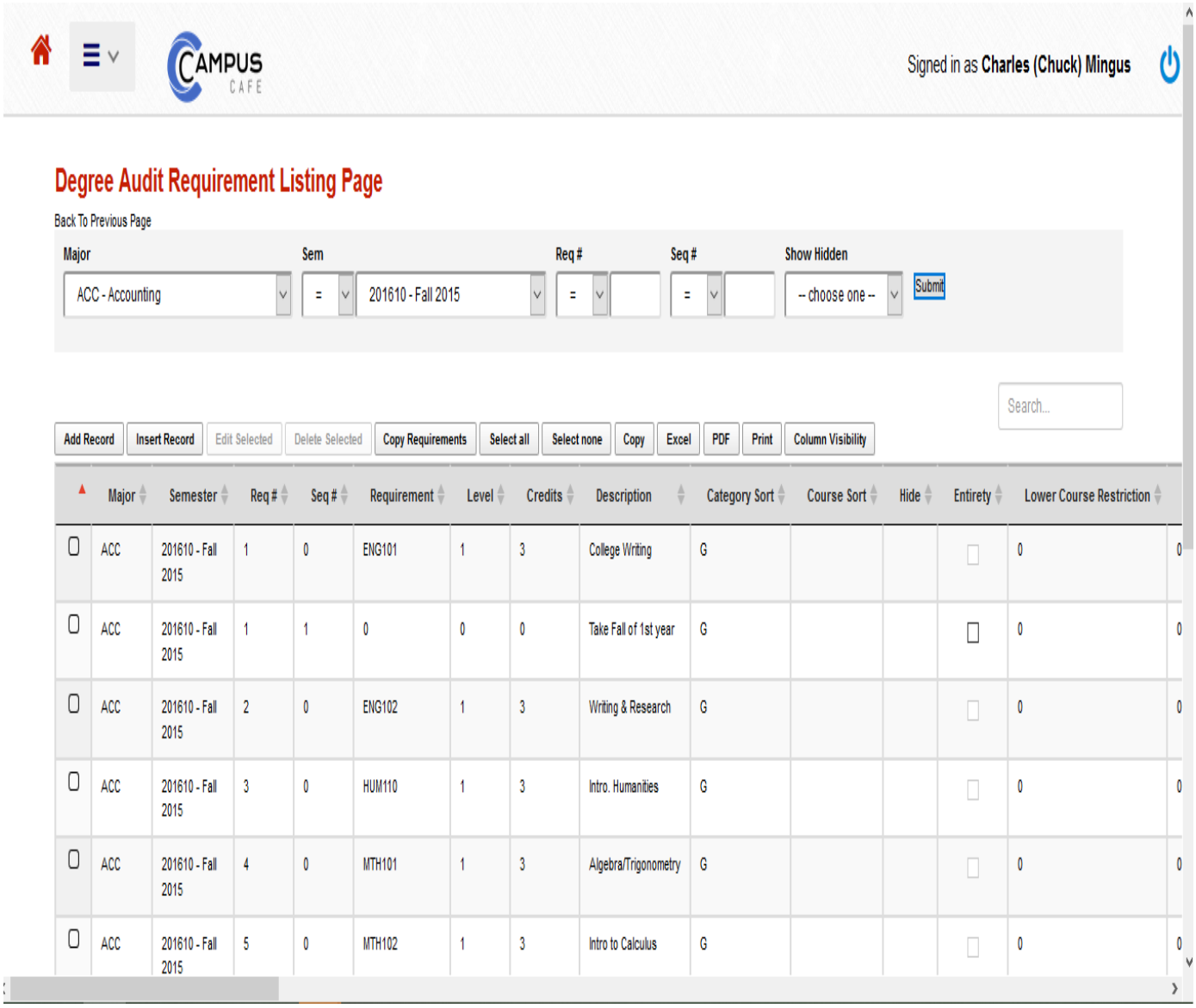
Degree Audit header example (above highlighted)

Note – LEFT HEADER TEXT 01 and RIGHT HEADER TEXT 01 are dummy values put into the msparm table record for DA_HDR_TXT-1-1. This msparm allows the User to key in custom header Strings like “Office of the Registrar” or “Our School Name - Degree Audit”. The first two lines in header are reserved to print out what is in DA_HDR_TXT-1-1 to 2. The msparms are broken into a Left and Right column mapped to DA_HDR_TXT-1-1 and DA_HDR_TXT-2 respectively.

Example Audit- Electives and Footer section

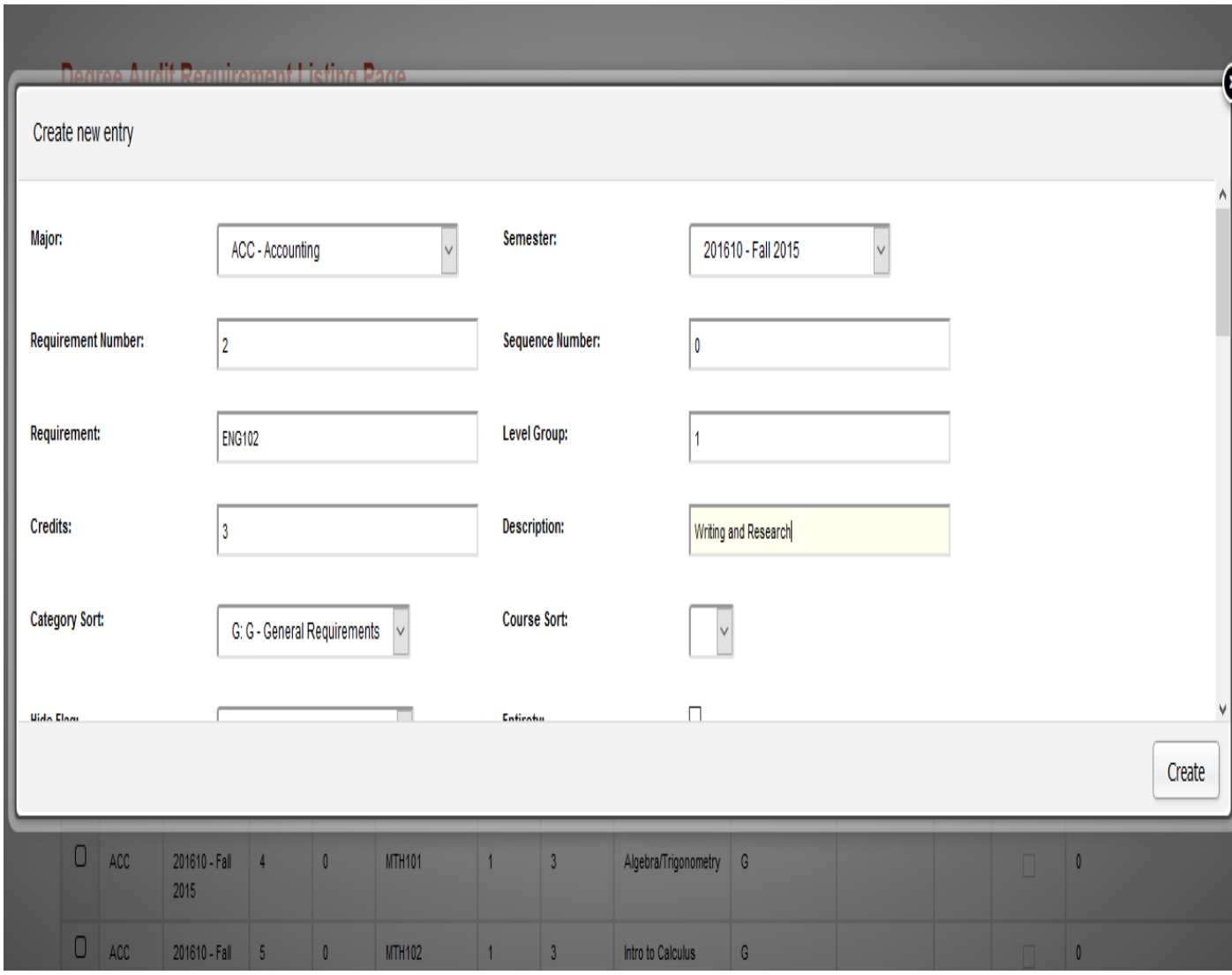
```
  3.00 HUM110  Intro. Humanities             YES  HUM110  Intro. Humanities             A     3.00   Fall 2015
  3.00 MTH101  Algebra/Trigonometry          YES  MTH101  Math I                        T     3.00   TRANSFER CRED
  3.00 MTH102  Intro to Calculus             NO
  3.00 SOC101  Introduction to Sociology     NO
  6.00 MTH     Mathematics Level 200 or above NO
  9.00 HUM     Humanities group for Accountin YES  HUM320  Jr. Humanities I              A     3.00   Fall 2015
                                                   PSY320  Organizational Behav         A     3.00   Spring 2016
                                                   ENG208  Public Speaking              B     3.00   Fall 2015
  9.00 SOC     Sociology courses             NO
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
                                     Major Requirements
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
  3.00 ACC101  Accounting I                  YES  ACC101  Accounting I                 A     3.00   Fall 2016
  3.00 ACC102  Accounting II                 YES  ACC102  Accounting II                B     3.00   Fall 2016
 12.00 ACC     Accounting Classes            NO
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
                                     Electives
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
 18.00         General Electives            YES  BIO101  Biology Lab                  A     4.00   Spring 2016
                                                   ECO101  Macroeconomics               A     3.00   Spring 2016
                                                   BIO130  Microbiology                 A-    3.00   Spring 2016
                                                   ABCD1234Structured Query Language    B+    3.00   Fall 2016
                                                   ECO102  Microeconomics               B     3.00   Spring 2016
                                                   PSY101  Pyschology 101               C     2.00   Fall 2015
- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -
  Courses not used on this degree audit:           PSY101  Pyschology 101               C     1.00L  Fall 2015
*************************      End of Degree Audit      *************************

        SUMMARY of Course Work:                                  & = multiple usage
      Required Catalog Credits:  78.00                           # = credits substitution
              Transfer Credits:   3.00                           % = waiver course
          Completed Internally:  40.00                           ^ = cross referenced course
                   In Progress:   0.00                           D = duplicate course
                                                                 L = leftover
             Degree Level GPA:   3.55
                       Points: 142.00
```

Degree Audit Requirements Listing Page



Major	Semester	Req #	Seq #	Requirement	Level	Credits	Description	Category Sort	Course Sort	Hide	Entirety	Lower Course Restriction	
ACC	201610 - Fall 2015	1	0	ENG101	1	3	College Writing	G				0	0
ACC	201610 - Fall 2015	1	1	0	0	0	Take Fall of 1st year	G				0	0
ACC	201610 - Fall 2015	2	0	ENG102	1	3	Writing & Research	G				0	0
ACC	201610 - Fall 2015	3	0	HUM110	1	3	Intro. Humanities	G				0	0
ACC	201610 - Fall 2015	4	0	MTH101	1	3	Algebra/Trigonometry	G				0	0
ACC	201610 - Fall 2015	5	0	MTH102	1	3	Intro to Calculus	G				0	0

Requirements Detail Page (Sequence 0 = Master)



Major (RGDREQ/MAJOR_CODE)
The current major in the degree table (RGDEGR-CURRENT_FLAG='X') or the alternate major and semester (if selected) is used to link to this table to determine the catalog requirements for the student.

Sem (RGDREQ/DEGREE_AUDIT_SEMESTER)
This field is used to indicate the degree audit semester to which the requirements apply. The DEG_AUDIT_SEMESTER from the student's current row in the degree table RGDEGR is used to link to this table. If an exact match for the degree audit semester is not found in table RGDREQ then the next highest semester found in the table will be the catalog.

Req # (RGDREQ/REQUIREMENT_NUMBER)
Requirement number indicates all requirements with this number are part of a "requirement set" or ReqSet for short. Each set has a sequence number of 0 defined as the "master requirement" and can also have 998 additional sequence numbers as necessary to complete the requirement set. Up to 999 requirement sets can be entered.

Seq # (RGDREQ/SEQUENCE_NUMBER)
The sequence number is used to distinguish between the master requirement for the set (sequence number = 0) and the actual requirements for that set (sequence number > 0). The sequence number can also provide default processing order for the ReqSet as well.

Level (RGDREQ/LEVEL_GROUP)*
Level indicates the type of match that will satisfy a requirement. The level is specified in master requirement (sequence number=0). The remaining records in the set (requirement number = master record requirement number and sequence number > 0) detail the course information that if met will satisfy the requirements. There can be up to 4 "levels" of requirements detailed as follows:

1) Level 1 – specific requirements (i.e. EN101 meaning the student must have enrolled with a passing grade in EN101).
2) Level 2 – enrollments fitting into a program (initial prefix of a course – i.e. program BIO which is defined as enrollments like BIO101, BIO102, etc.)
3) Level 3 – enrollments fitting into an arbitrary group (i.e. – group HUM defined in table RGDGRP with registrar assigned enrollments of HUM101,HUM102,HUM198, etc.).
4) Level 4 – free electives – any passing grade enrollment not used by another prior requirement.

* Not to be confused with the degree level found in the degree and enrollment.

Credit (RGDREQ/TOTAL_CREDITS)
This field is used in the master requirement to indicate how many credits are needed to meet the requirement. For all other records in the requirement set this field should contain 0. This field's value will not be used if the Course Counting processing msparm (DA_CRSCOUN-1-1 see below Appendix) is set to Y.

Requirement (RGDREQ/REQUIREMENT)
This field is used to list the requirement(s) for the requirement set. If Level = 1 this would be a course number. If level 2, it would be a prefix match. If level 3, it would be a group, and if 4, it would be electives. See above under Level.

Description (RGDREQ/DESCRIPTION)
This description is printed in the requirement section of the degree audit as long as it is not hidden.

Cat Sort (RGDREQ/CATEGORY_SORT)
This parameter driven field indicates an alternate sort for printing regardless of level. If no category sort is chosen, requirements appear on the degree audit in level/requirement

order. This sort does not apply to the processing of requirements, only the order they appear on the printed degree audit. The description for the category comes from the STPARM table for the field name RPCTSR.

Crs Sort (RGDREQ/COURSE_SORT) – not used at this time.

Hide (RGDREQ/HIDE_PRINT_FLAG)
A 'Y' in this field indicates the description should be hidden on the degree audit.

Allow Reuse Flag (RGDREQ/ALLOW_REUSE)
A 'Y' in this field indicates the requirement will not set as used the enrollment that satisfies it. The enrollment will be available for other requirements.

Exclude Transfers Flag (RGDREQ/EXCLUDE_TRANSFERS)
A 'Y' in this field indicates the requirement will disregard transfer enrollments.

Lower Course Restriction (RGDREQ/LOWER_COURSE_RESTRICTION)

Upper Course Restriction (RGDREQ/UPPER_COURSE_RESTRICTION)

Minimum Quality Points (RGDREQ/MIN_QUALITY_POINTS) – Enter the minimum Quality Point associated with grade for an enrollment to satisfy the requirement. These are entered on the requirements, not the master record as the minimum may be different for separate requirements.

Scheduled Sem (RGDREQ/SCHEDULED_SEMESTER) – unused at this time.

Degree Level (RGDREQ/DEGREE_LEVEL) – The degree level associated with the current degree is used as a default to determine which enrollments are included on the degree audit. By default, all enrollments of the students' current degree level are available to meet the requirement. Additional enrollment levels can be included by entering the level/levels with a space in between levels. If an enrollment should be met by level 1 and 5 enrollments, this field should contain '1 5'. Therefore regardless of whether the current degree is a level 1 or 5, the requirement would look at enrollments of either of these levels as well as the students current degree level. For example, If you have a student whose current degree level is 2, and has a level 2 enrollment that meets the requirement, it would be satisfied since the students current degree level is assumed to satisfy any requirements for the degree audit. Any enrollment which could be used to satisfy the requirement because of a degree level specification, but cannot be used because of other constraints not met such as minimum grade, will appear in the taken but not used section of the degree audit.

Total Courses (RGDREQ/TOTAL_COURSES) – hold number of courses needed to satisfy the requirement. Only used if MSPARM DA_CRSCOUN-1-1 is Y.

Process Order (RGDREQ/ORDER_NUMBER) –
This field provides requirement processing order. Lower numbers get processed first. A zero means process last. It enables the user to specify the processing order, within level 1, and for all other levels as a whole. Requirements are processed as follows:

The requirements in the selected catalog are organized first by all level 1 requirements. The level 1 requirements are then put in process number order (lowest to highest with 0 meaning last). For all requirements with the same process order number, the requirements are processed in requirement number then sequence number order. All other requirements (levels 2-4) are sorted by process order. This enables a requirement in a higher level to be processed before a lower level requirement. If the process order is the same requirements are processed in level, requirement and sequence number order.

Sequential Order (RGDREQ/ SEQUENTIAL_ORDER) – This integer field is used to order Level 1 requirements for use in the Predictive Scheduling of the batch reverse degree audit. Field added in 2016.

Degree Audit Levels

There are 4 types of degree audit requirements.

1 = Exact course match
2 = Program or Course initials (the course prefix)
3 = Degree audit Group
4 = Free Electives

Implied AND/OR Relationships

When a requirement is specified, there are implied ANDS and ORS depending on the specification.

Example 1:

Requirement 1	Sequence 0	type 1 exact match	6 credits
ENG101	Sequence 1		
ENG102	Sequence 2	(assuming all four courses are 3 credits)	
ENG103	Sequence 3		
ENG104	Sequence 4		

Means that the student must complete any of the 4 courses that add up to 6 credits so there is an implied OR.

Requirement 2	Sequence 0	type 1 exact match	6 credits
BIO101	Sequence 1		
BIO102	Sequence 2	(assuming both courses are 3 credits)	

Means that the student must complete both of the courses since they add up to the 6 credit requirement so there is an implied AND.

Example 2:

Requirement 2	Sequence 0	type 2 course prefix	9 credits
HU	Sequence 1		
SO	Sequence 2		
PH	Sequence 3		
MG	Sequence 4		

This means that the student must complete 9 credits from the group of courses that have any of the 4 prefixes listed, so there is an implied OR.

Example 3:

Requirement 3	Sequence 0	type 3 degree audit grouping	12 credits
ABC	Sequence 1	(a grouping is an arbitrary set of courses)	

CDE	Sequence 2
EFG	Sequence 3
HIK	Sequence 4

Means that the student must complete 12 credits from any courses that exist in any of the 4 groups listed, so there is an implied OR.

Waivers

A waiver can be accomplished by creating a dummy course in a dummy semester (although it could be a real semester and course) and enrolling the student in that course with a grade of WV (or whatever your grade in your quality points table (RGPQTS) has the Is Waiver flag checked) and a credit amount of 0.00. The waiver grade should have earns credit = Y in the quality points file.

In order to determine the number of credits to be used towards the requirement, the degree audit uses the course catalog (semester 999999) credits for the waiver enrollment. If the requirement is met (number of credits satisfy requirement) WAV for waived will appear in the met column.
Control the WAV label on the audit output with following MSPARM:

* Should the Degree Audit's Met column display WAV instead of
* YES for waiver met requirements? Def=N. DA_WAIVER-1-1.
* True if Y.

This will have the effect of placing the enrollment in the degree audit satisfy column next to the appropriate requirement with a waiver and the requirement not met.

Example:

Jane has a requirement of EN101 which is waived. She needs a total of 120 credits to graduate. If the above instructions are followed, her audit will show that EN101 is not met, but is waived. Let's say that her advisor then substitutes EN121 for EN101 and Jane has a passing grade in EN121. Then, her requirement for EN101 will be marked as met by EN121. The waiver enrollment of EN101 will then fall into taken but not used.

A waiver enrollment with 0 credits will by design not be included in type 4 requirement (electives) as a waiver. Essentially, this means that type 4 requirements can never be waived since they are free electives.

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Requirement Set Entirety Fulfillment

The Entirety Requirement flag allows a quasi-“OR” determination on Level 2 (Program) and Level 3(Group) requirements. This means that the requirement’s non-zero sequence # must be met in their entirety before the Master Requirement (sequence # = 0) is deemed met. Partial fulfillment of an entirety flagged requirement will result in the partial satisfier being displayed in the Degree Audit but the “Is Met” label being set to “No”.

Example:

Entirety Requirement process flow – “E”

Context: ReqSet credits = 6.00

3 Requirements:

French	"E"	6.00
Italian	"E"	6.00
Spanish	"E"	6.00

The entirety concept allows for mutually exclusive OR logic. In other words, the above ReqSet is satisfied by 6.00 credits. But you have to find those 6.00 credits either all in French or all in Italian or all in Spanish. You can't find the 6.00 with credits mixed from each. The entirety requirement substrings the course prefix to determine if courses are in the same group for entirety purposes. For example, French courses would be determined by all having the same prefix in the course such as FRE101,FRE102, etc..

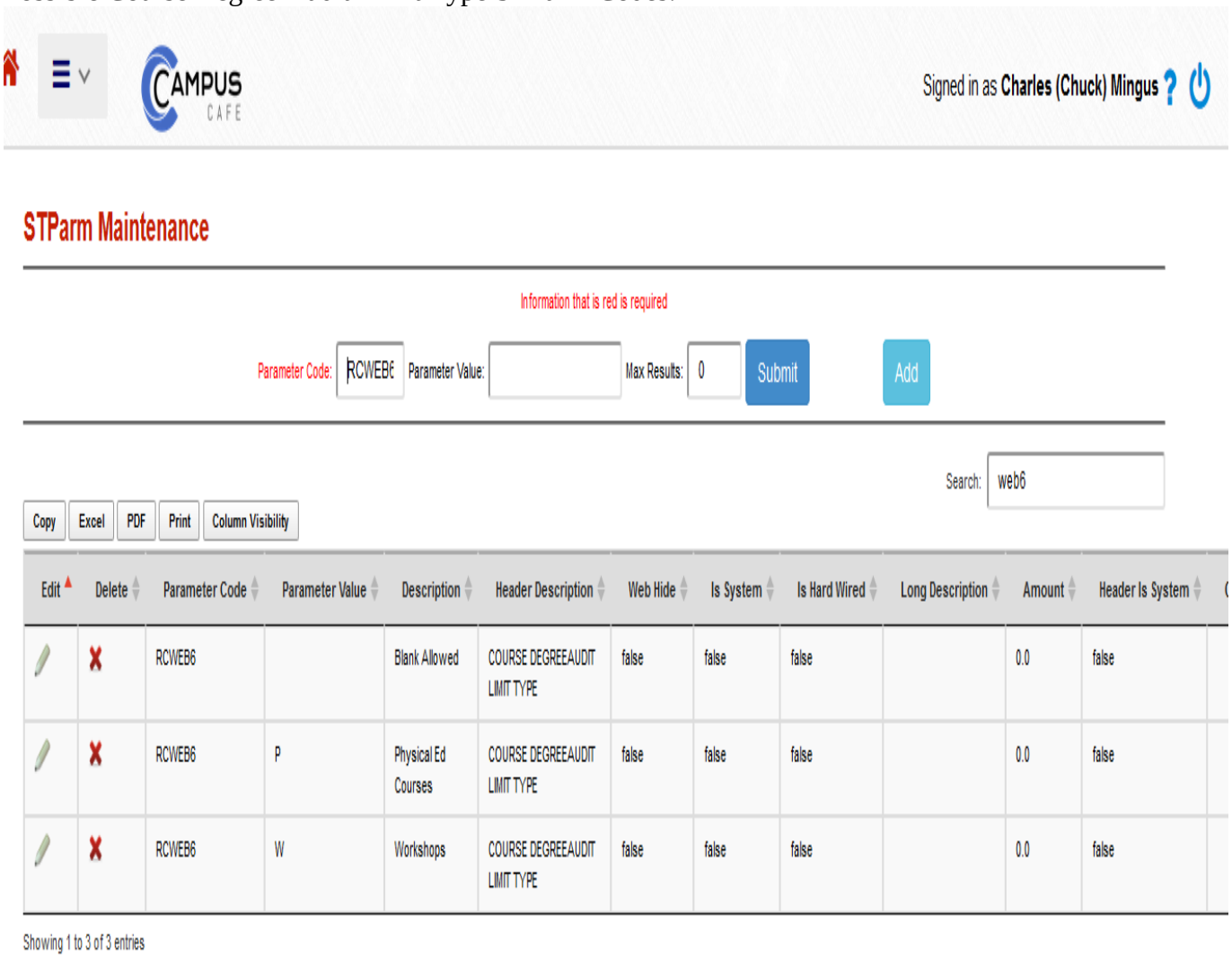
Then select the Master Requirement’s respective detail requirements and repeat the Entirety flag check-off. The whole requirement set should be checked as having the Entirety property.

Course Type Limit Usage

The Course Type Limit logic applies to level 2 and 3 requirements and allows a filter to be placed on enrollments by course type before accepting the enrollment for requirement satisfaction. This means for example that if a course is flagged as type “W” for workshop, affected requirements can be configured to limit only 1 enrollment of type “W” for fulfillment purposes. Extra enrollments of the filtered type are ignored and treated as unused. The course type limits are sub-requirement specific, so they are not put into the master requirement (sequence 0).

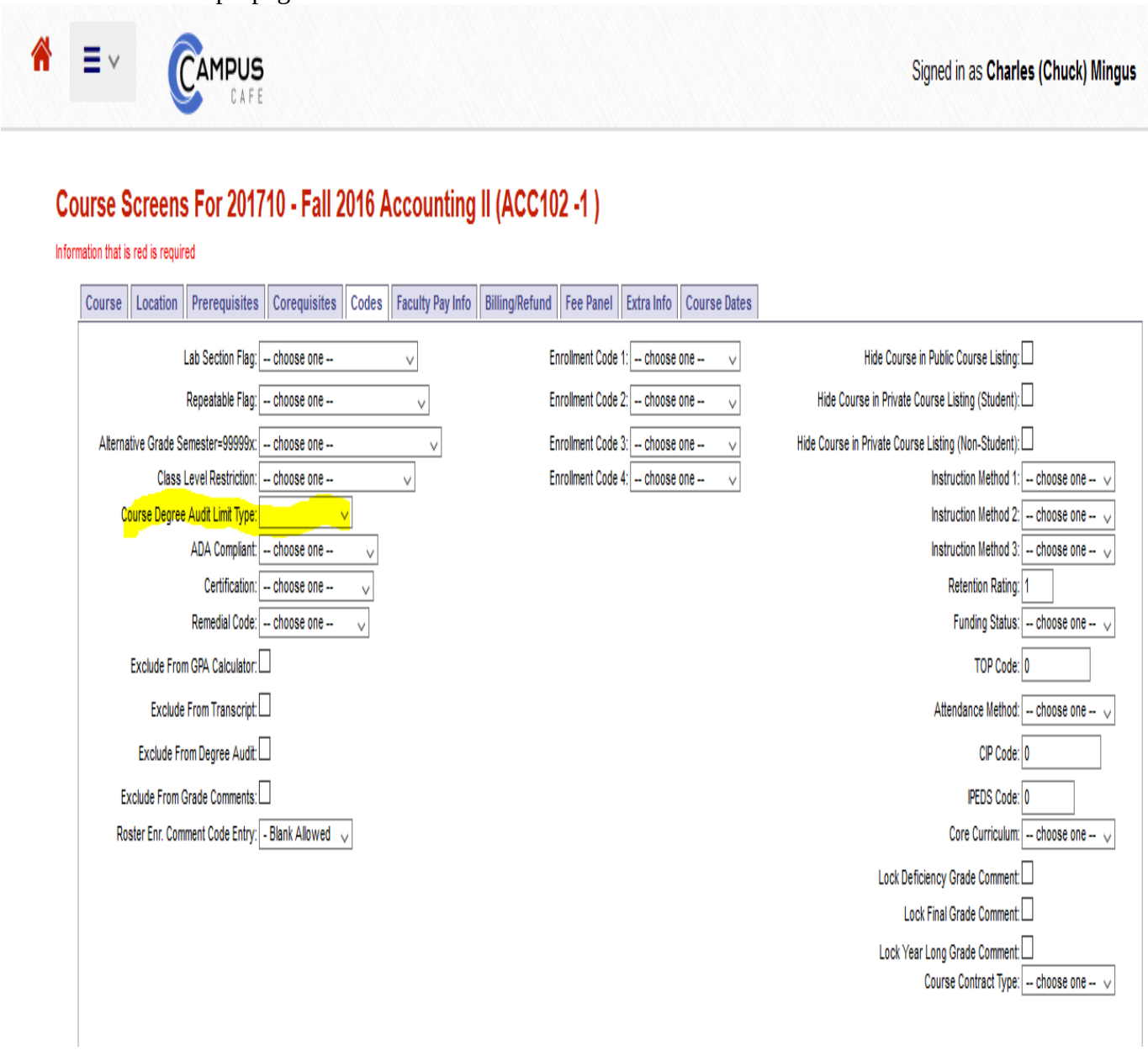
STParm Header (STPAHD) for field “RCWEB6” is a 1 byte Uppercase STParm Code for the valid Course Types.

Possible Course Degree Audit Limit Type STParm Codes:

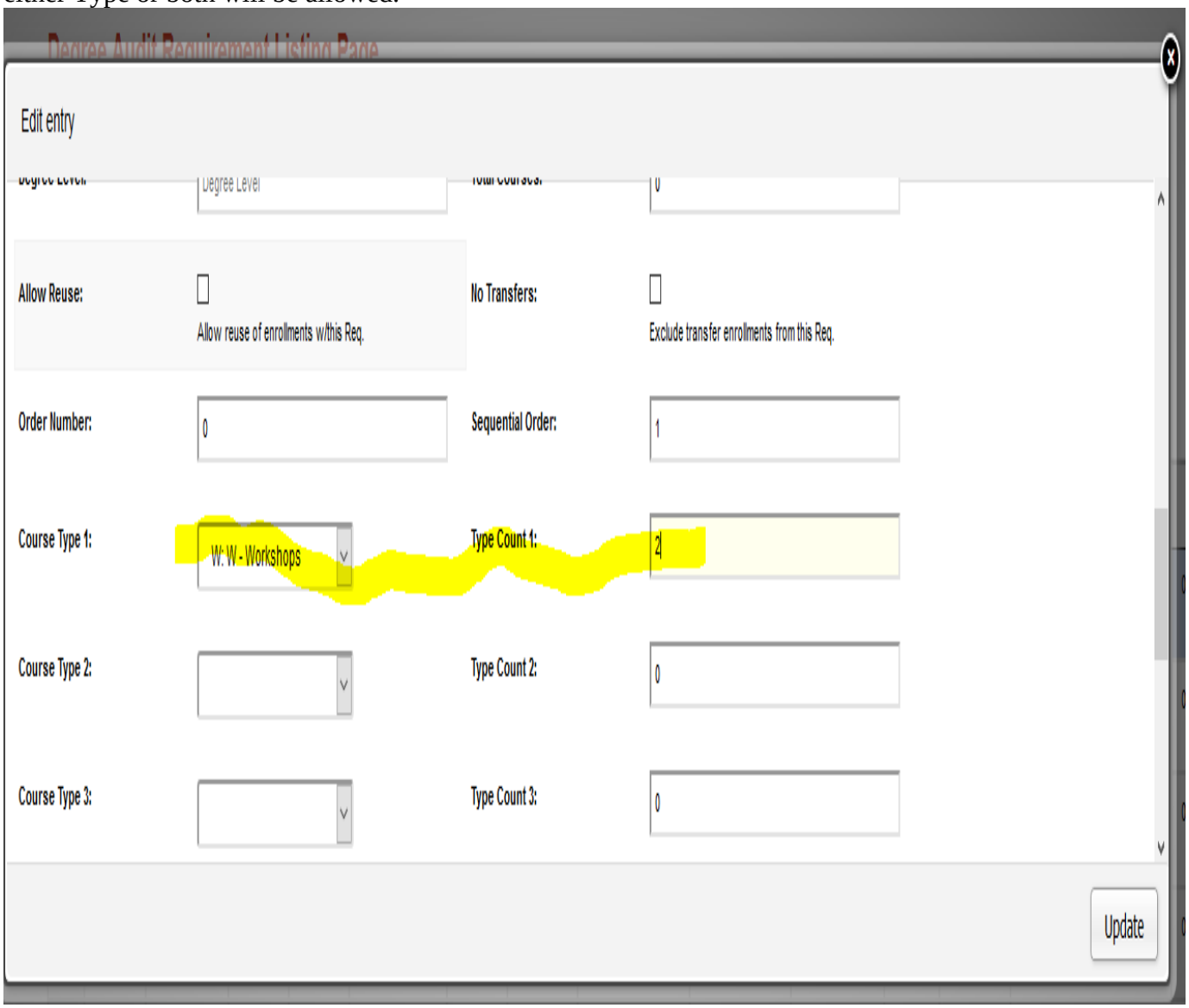


Edit	Delete	Parameter Code	Parameter Value	Description	Header Description	Web Hide	Is System	Is Hard Wired	Long Description	Amount	Header Is System
		RCWEB6		Blank Allowed	COURSE DEGREEAUDIT LIMIT TYPE	false	false	false		0.0	false
		RCWEB6	P	Physical Ed Courses	COURSE DEGREEAUDIT LIMIT TYPE	false	false	false		0.0	false
		RCWEB6	W	Workshops	COURSE DEGREEAUDIT LIMIT TYPE	false	false	false		0.0	false

3) Fill in the respective Course (RGCRSE) field. Remember that if this Course Type the same every semester then change the Course Template record (semester=999999) too. The value will then propagate to each semester.



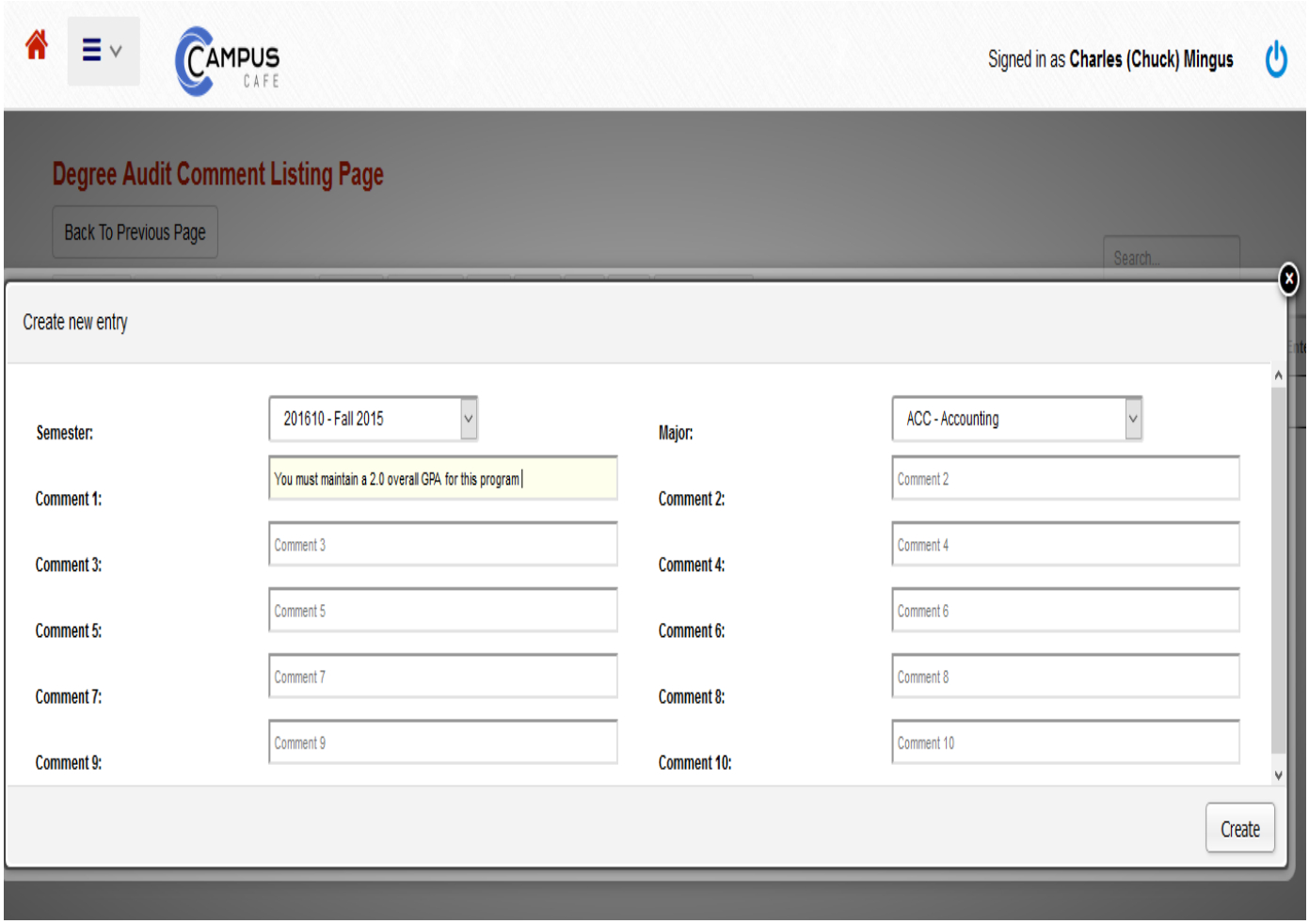
4) Fill out the Degree Audit Requirement's Course Type & Quantity Limit fields. It's not necessary to fill out the Master Requirement (sequence # = 0) since this works on sub requirements not on the complete requirement set. The Overall Type Limit field will restrict the overall enrollment count used in the Course Type/Count process. Thus if the first Course Type = P and its type count = 2 and the second Course Type = W and its type count = 2 as well, if the overall Type Limit = 2 then only two maximum enrollments of either Type or both will be allowed.



Degree Audit Comments

The Degree Audit Comments allow you to append text to the degree audit based on the audit's Major and Degree Audit Semester as found in the student's degree. These comments are stored in records in table RGDACM. Each RGDACM record has 10 fields of 70 byte long text that you can fill. Each non-blank field will print on the degree audit after all the requirements and unused enrollments but before the GPA. Useful information pertaining to the specific major can be conveyed to the student (i.e. Overall GPA needed is 2.0).

Usage: The Degree Audit Comments are found on the Registration Main Screen. The permission for the Degree Audit Comments is 481.



Select a comment or fill in the major and semester fields to add one that doesn't exist.

Credits Required to Graduate

Credits required to graduate can be expressed in 3 different ways. The method of determining credits for graduation is based upon Custom Control/MSPARM DACREDSRCE, Sequence 1, Parameter 1.

If this custom control has a value of 'Y' the Degree Audit footer's Required Catalog Credits value will come from the STMAJR table's CREDITS_TO_GRADUATE field for the student's major.

If this custom control is "N", there is a special requirement 999 in the Degree Audit Requirement Table to allow the credits to graduate to be expressed per catalog. This RGDREQ would not be processed as a normal requirement in the Degree Audit but exists for informational purposes only. The level of the 999 requirement is 1. This has benefit of adding a semester (temporal) property to the credits to graduate as each catalog has a semester and each major does not.

If this custom control is 'N' and no 999 sequence exists, the degree audit adds up the catalog credits in RGDREQ to determine credits required to graduate.

Multiple level requirements

In general, the degree audit process selects only enrollments with a degree level that corresponds to the degree level for the students' current degree. This can be overridden to allow additional level enrollments to be tested for individual degree audit requirements.

To turn on multiple level degree audit satisfiers, Custom Control (MSPARM) DA_LEVELS, Sequence 1, Parameter 1 has to be set to 'Y'.

Multiple level requirements require careful setup or unpredictable behavior may occur in the degree audit.

In a requirement set where not all requirements can be met by additional levels each sequence that can be met needs to be updated. The Master Requirement (sequence 0) should not have levels specified and also should not contain any requirement.

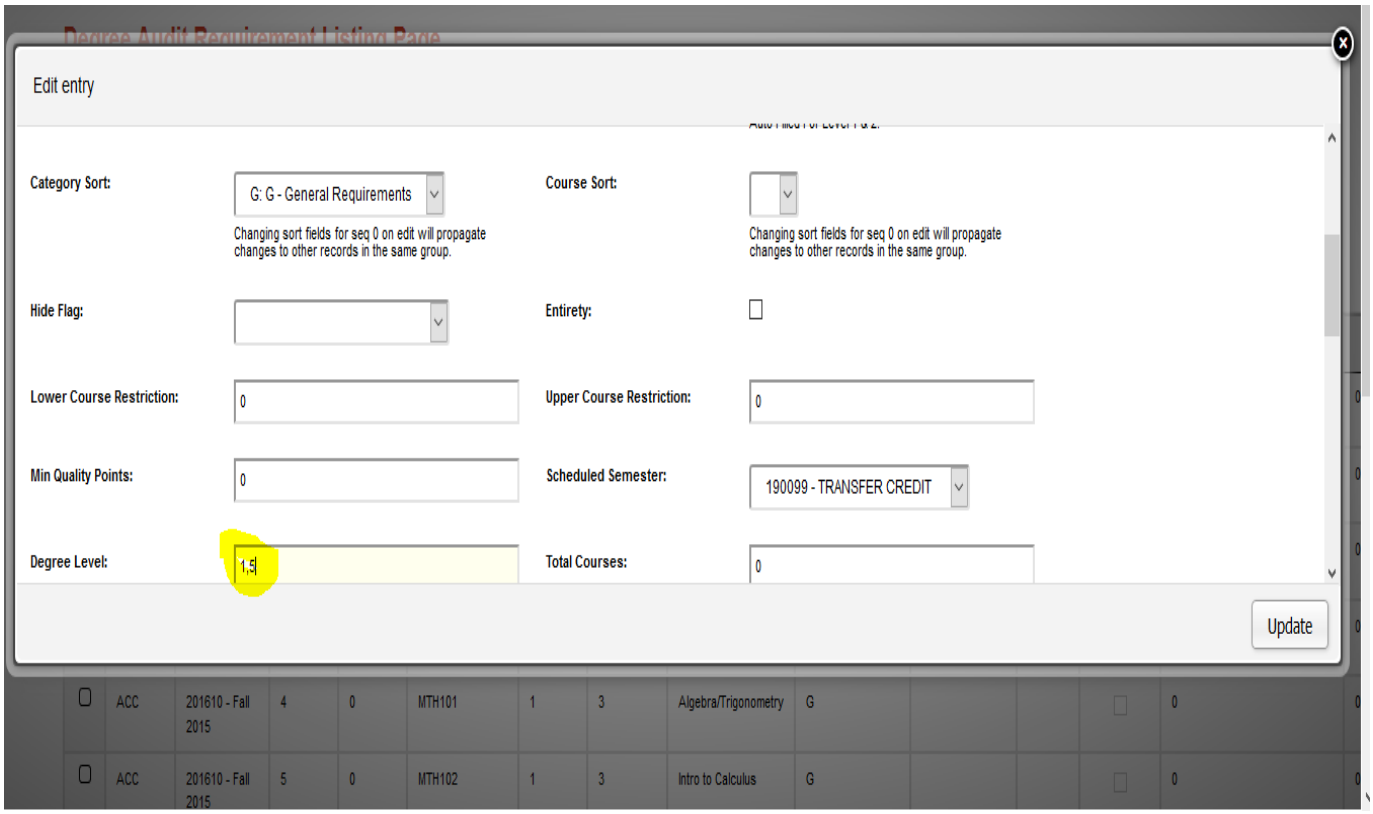
In a requirement set in which all requirements can be met by the same additional level/levels, each sequence should have the level specified. In this situation, the master record may also contain a requirement and if it does, requires additional degree levels specified.

A stand alone requirement, where only a master requirement is necessary, should have any additional levels specified in the master requirement.

Each individual requirement, which can be met by levels other than the students current degree must have those levels specified under Degree Level(s) for that requirement.

The level must be specified within each sequence that the level override is valid for, specifying in the master requirement alone (sequence 0), does not make alternate levels valid for other sequences in the requirement set and will result in unpredictable results when part of a multiple requirement set.

The levels are keyed in degree level(s) field with field with a space between each additional level as below.



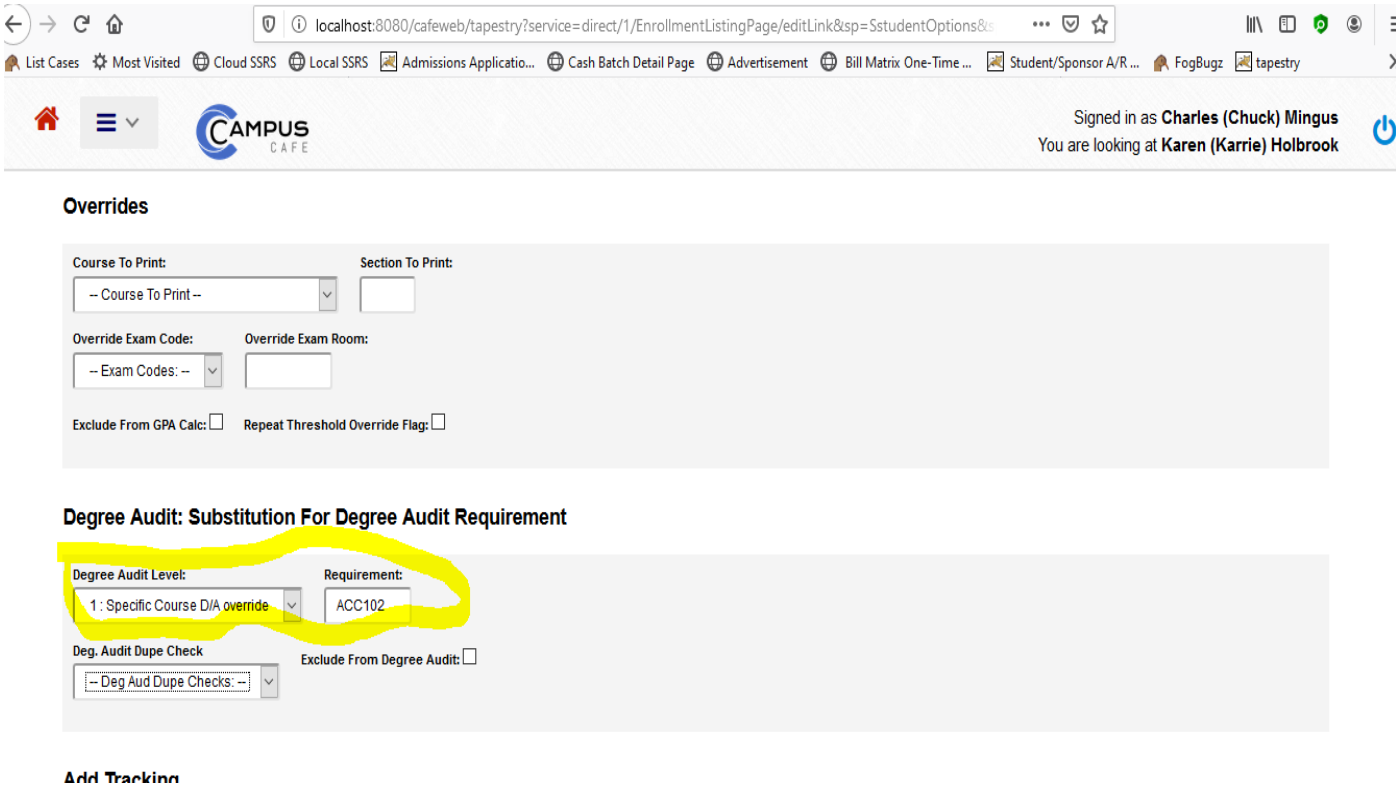
If an enrollment should be met by level 1 and 5 enrollments, this field should contain '1 5'. Therefore regardless of whether the current degree is a level 1 or 5, the requirement would look at enrollments of either of these levels as well as the students' current degree level. For example, If you have a student whose current degree level is 2, and has a level 2 enrollment that meets the requirement, it would be satisfied since the students current degree level is assumed to satisfy any requirements for the degree audit.

Enrollments Taken but not Used

Any enrollment which could be used to satisfy the requirement because of a degree level specification, but cannot be used because of other constraints not met such as minimum grade, will appear in the taken but not used section of the degree audit.

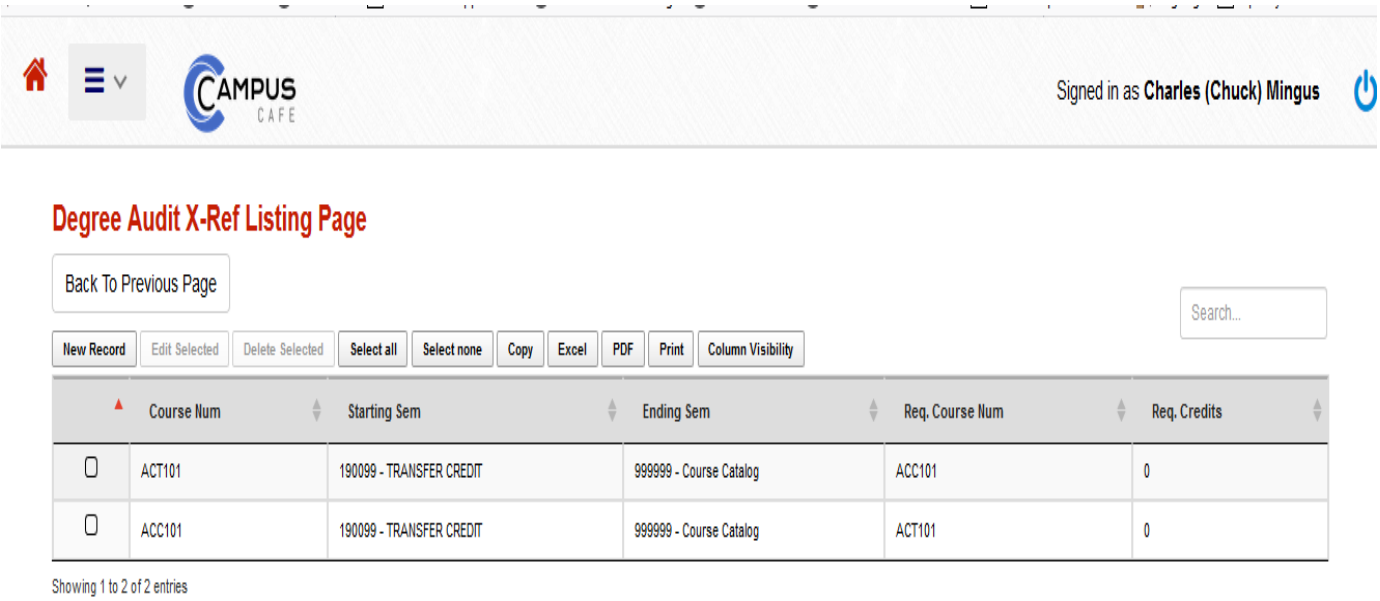
Substitutions at the Student Level

A substitution can be accomplished at the student level by using the degree audit override fields on the enrollment page. For example, a student needs ACC102 in their degree audit, but they have not taken that specific class. The student did take ECO102 and the administrator decided that it will satisfy ACC102. As seen below, you would specify both the level and the course number in the override fields to accomplish the substitution.



Substitutions at the course level (Course substitutions)

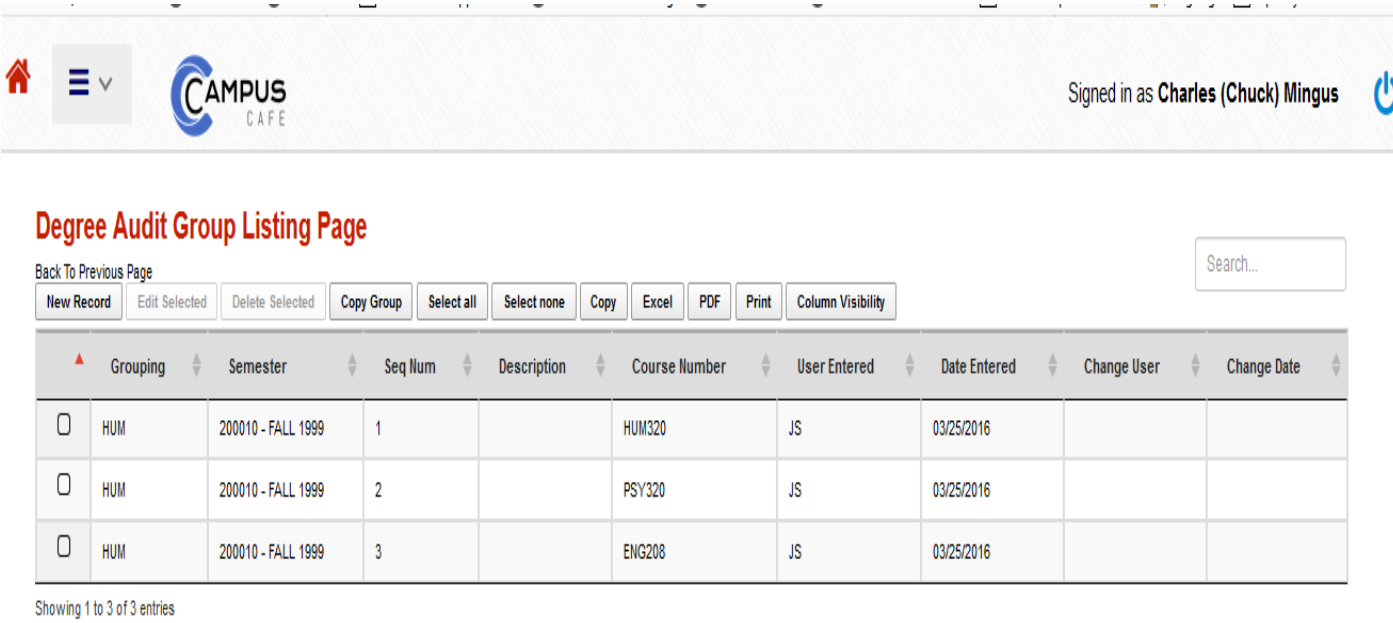
A substitution can be accomplished at the course level by using the degree audit cross reference table. For example, a course called Accounting I was course number ACT101. In a later catalog, the course number is changed to ACC101. You can used the cross reference table to "crossmatch" the two course numbers. You may also specify that the cross listing started in a given semester and ended in another. Generally, you can use 190001 as the start term and 999999 for the ending term as seen below. Please note that you must enter the reciprocal relationship to accommodate either course being specified as the enrollment. Leave the Req. Credits = 0.



Degree Audit Grouping table (Level 3 requirements)

The grouping table can be used to create your own requirement groups when the level 1 and 2 requirements will not suffice. For example, you have a requirement that a student take any humanities course at at 200 level or above, *but not HUM205 or HUM305*). You cannot use level 2 (any HUM) because HUM205 and HUM305 are excluded. You could list all of the eligible Humanities courses as level 1, but it could be a long list that would have to be repeated in each degree audit requirement set.

The solution is to create a group called HUMxxxx which will contain that list of eligible courses as below:



Grouping	Semester	Seq Num	Description	Course Number	User Entered	Date Entered	Change User	Change Date
HUM	200010 - FALL 1999	1		HUM320	JS	03/25/2016		
HUM	200010 - FALL 1999	2		PSY320	JS	03/25/2016		
HUM	200010 - FALL 1999	3		ENG208	JS	03/25/2016		

This group is then specified as a level 3 requirement and any course that has not already satisfied a level 1 or 2 requirement will satisfy this group.

Please note that the description for a level 3 requirement will be what you put in the group description and not all of the individual course descriptions. You should consider this when using a group vs listing the courses as level 1s.

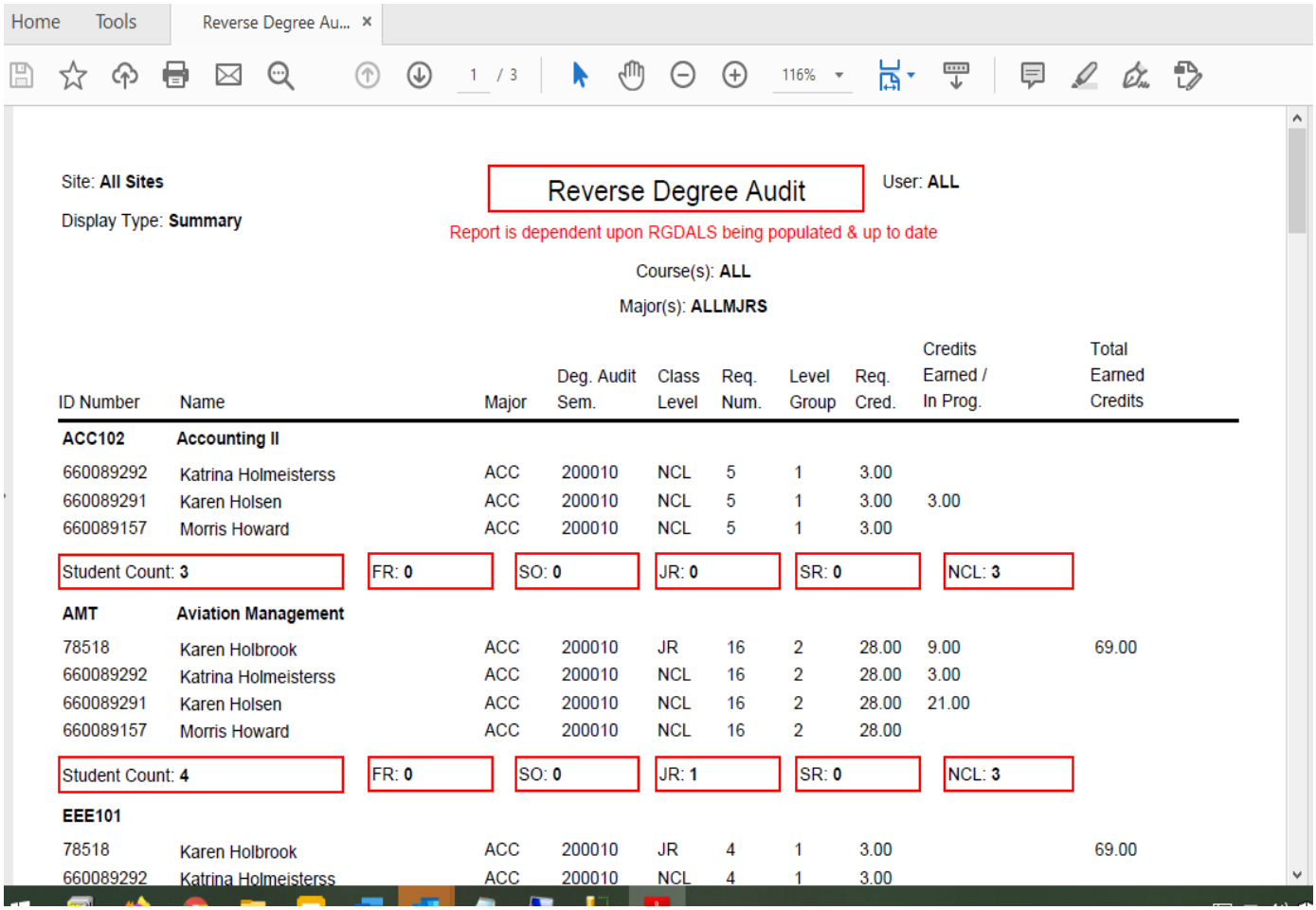
Running Batch Degree Audits

Run Degree Audits in batch mode from the student finder. You can select any group you wish and then print the degree audits. See the next section for the Reverse Degree Audit.

Running Reverse Degree Audit

The reverse degree audit is a very useful tool for enrollment planning and finding degree audit gaps in a large group of students (e.g. all student who have already earned 3rd year status but are missing a 1st year class). It can be run for any set of students since it is created from a result set on the student finder.

Sample Reverse Degree Audit



Site: **All Sites**

Display Type: **Summary**

Reverse Degree Audit

User: **ALL**

Report is dependent upon RGDALS being populated & up to date

Course(s): **ALL**

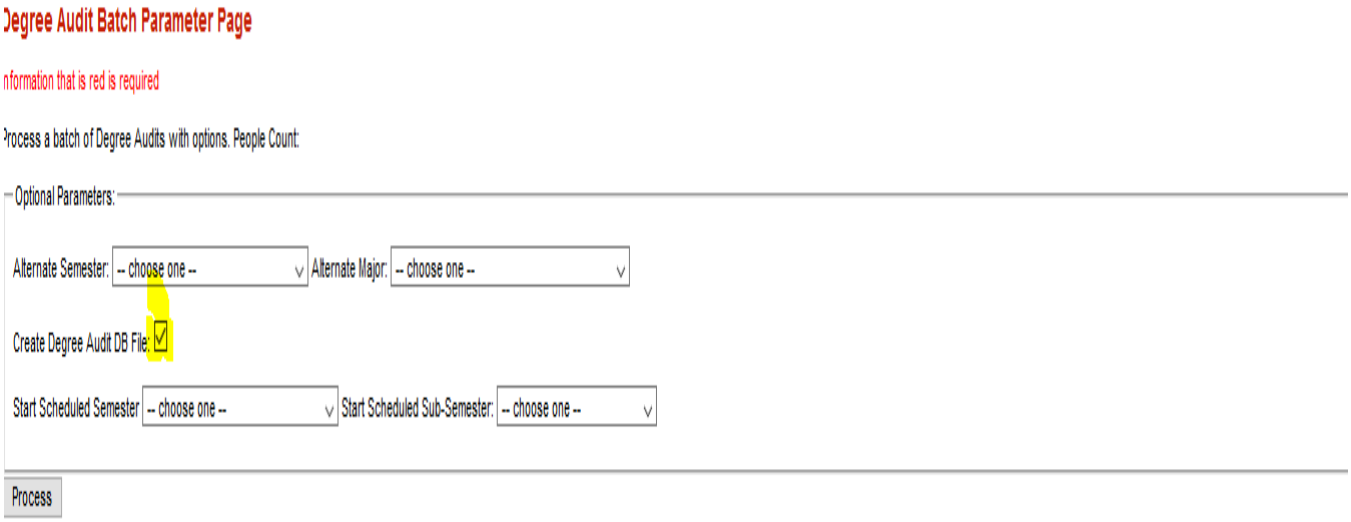
Major(s): **ALLMJRS**

ID Number	Name	Major	Deg. Audit Sem.	Class Level	Req. Num.	Level Group	Req. Cred.	Credits Earned / In Prog.	Total Earned Credits
ACC102	**Accounting II**								
660089292	Katrina Holmeisterss	ACC	200010	NCL	5	1	3.00		
660089291	Karen Holsen	ACC	200010	NCL	5	1	3.00	3.00	
660089157	Morris Howard	ACC	200010	NCL	5	1	3.00		
Student Count: **3**	FR: **0**	SO: **0**	JR: **0**	SR: **0**	NCL: **3**				
AMT	**Aviation Management**								
78518	Karen Holbrook	ACC	200010	JR	16	2	28.00	9.00	69.00
660089292	Katrina Holmeisterss	ACC	200010	NCL	16	2	28.00	3.00	
660089291	Karen Holsen	ACC	200010	NCL	16	2	28.00	21.00	
660089157	Morris Howard	ACC	200010	NCL	16	2	28.00		
Student Count: **4**	FR: **0**	SO: **0**	JR: **1**	SR: **0**	NCL: **3**				
EEE101									
78518	Karen Holbrook	ACC	200010	JR	4	1	3.00		69.00
660089292	Katrina Holmeisterss	ACC	200010	NCL	4	1	3.00		

When printing batch degree audits from the student finder and as seen on the page below, there is an option to create Degree Audit DB file (RGDALS). This Reverse Degree Audit file will contain many data points for the reverse degree audit. Some samples are listed below.

Please note that when you save the DB file, it will contain your id number in the data set. This is so that many users can run their own reverse degree audits simultaneously. You

will be asked to supply your id number as one of the prompts when you run the Reverse Degree Audit Report from the Base Reports menu. If you do not know your id number, you can look it up in the Faculty/Staff finder.



Data will be saved in table RGDALS

Column descriptions and screen shot of table details:

ID_NUMBER – Student ID Number
SEQ_NUMBER – Sequence Number (just a sequence number for the table, you usually would not need to query for this)
MAJOR_CODE – Student Major as represented by their active/primary degree row (RGDEGR) can be changed by choosing an alternate major
DEG_AUDIT_SEM – the catalog semester that the student is being gauged against. Based on comparing the students degree audit semester (RGDEGR) to the requirement set in the RGDREQ table
REQ_NUMBER – the requirement number (basically a numbering order for the requirement list) based on the students Major/Catalog degree audit semester in RGDREQ
REQ_SEQ_NUMBER – Each requirement (if there is more than one course in a requirement set) has a sequence number within the requirement set.

LEVEL_GROUP – Can be 1 – 4. 1 exact course match, 2 prefix match, 3 Degree Audit Group match, 4 elective match
TOTAL_CREDITS – the total number of credits for the requirement (only exists in the master record in the RGDREQ table for each requirement set)
REQUIREMENT – Not currently used at this time
REQ_DESCRIPTION – Text in the requirement description field in RGDREQ
REQ_COURSE_NUM – Course Number or Prefix that is the requirement or requirement group. The master record will be blank if the requirement has more than one course (Level 1 with more than one course) or an elective. The 0 sequence is blank in level 1's and the course number will be present in this field for any sequence number higher than 0 for exact course matching.
IS_MET – A flag to indicate if a requirement has been met by the student. A 'Y' in this field indicates that a requirement has been met
SATISFIER – Course Number that met the requirement or part of the requirement
SATISFIER_DESC – Descriptive Text for the satisfier
SAT_GRADE – The grade that was achieved by the student
SAT_CREDITS – The number of credits a student earned towards the requirement
SAT_SEMESTER – the semester the satisfier was met
ENTRY_DATE – the date the record was inputted into the table
TIME_OF_ENTRY – the time the record was inputted into the table
SCHEDULED_SEM – the semester predicted for Level 1 based on the Catalog's requirement #999
SCHEDULED_SUBSEM – the sub-semester predicted for Level 1 based on the Catalog's requirement #999

SCAN-OKC\SQLEXP...aoh - dbo.RGDALS | SQLQuery10.sql - not connected* | SQLQuery9.sql

Column Name	Data Type	Allow Nulls
ID_NUMBER	numeric(9, 0)	☐
SEQ_NUMBER	numeric(3, 0)	☐
MAJOR_CODE	char(3)	☐
DEG_AUDIT_SEM	numeric(6, 0)	☐
REQ_NUMBER	numeric(3, 0)	☐
REQ_SEQ_NUMBER	numeric(3, 0)	☐
LEVEL_GROUP	numeric(1, 0)	☐
TOTAL_CREDITS	numeric(4, 2)	☐
REQUIREMENT	char(8)	☐
REQ_DESCRIPTION	char(30)	☐
REQ_COURSE_NUM	char(8)	☐
IS_MET	char(1)	☐
SATISFIER	char(8)	☐
SATISFIER_DESC	char(30)	☐
SAT_GRADE	char(3)	☐
SAT_CREDITS	numeric(4, 2)	☐
SAT_SEMESTER	numeric(6, 0)	☐
ENTRY_DATE	numeric(8, 0)	☐
TIME_OF_ENTRY	numeric(6, 0)	☐
SCHEDULED_SEM	numeric(6, 0)	☐
SCHEDULED_SUBSEM	char(10)	☐
		☐

Appendix A - Custom Controls associated with the Degree Audit

1) Header elements
   a) DA_HDR_TXT-1 (parameters 1 to 4) allows top two rows of Degree Audit to be customized.
   b) DA_HDR_TXT-1 parameters 1 & 2 are left/right row 1. Parameters 3 & 4 are left/right row 2.
2) In Progress satisfier/not satisfier and listing
   a) RG350DB-14-7 Def = Y. If Y, Degree Audit will substitute hard-coded "IP" for blank, in progress grade. Print "IP" & credits for blank grades. Degree Audit will check Quality Point table for In Progress flag, too.
3) Course Number Restriction satisfier / not satisfier. See RGDREQ record and:
   a) DAMINCRSNO-1-1 Def = 100;
      Set course number numeric part as threshold for testing enrollment credits against requirements. i.e. if course# is MA099 and threshold is 100 then MA099 is not testable against a requirement.
      This is used to filter out testing and makeup courses. Default = 100; was RG460A-2-2 now DAMINCRSNO-1-1.
8) Course Count instead of Credit Count satisfier/not satisfier and summary
   a) DA_CRSCOUN-1-1 msparm turns course counting on/off with Y/N.
   b) Total courses are counted up in the Catalog's requirements' Total Courses fields.
   c) Total courses completed is count of Catalog's requirements' satisfiers.
   d) Total courses outstanding is above B - C.
   e) Total courses in progress is count of above C having in progress grade.
   f) Total courses incomplete means???
9) Minimum Credit Enrollment threshold filtering.
   a) DA_MINCRED-1-1. Default=0.0.
      Set the minimum credits per enrollment that each Degree Audit requirement will allow. I.e. - if DA_MINCRED-1-1 is set to 3.00, then any enrollment having less than 3.0 credits will not be testable in Degree Audit. If not set or negative return 0.0 so all enrollments are allowed.
10) No split credits functionality satisfier/not satisfier
   a) RG460A-2-1 msparm enable/disable splitting/sharing of enrollment credits across requirements. Default = Y
11) GPA calculation used.
   a) RG900BA-1-1 Y=use GPA Enrollment's Hi-Grade when checking Dupes
12) Display ID# or SS# or neither
   a) DA_IDSSN-1-1 msparm to turn off/on both the ID# or SS#. Def = Y. Use RG460A-6-1 to suppress SS# but show id#.
   b) RG460A-6-1 msparm to show SSN on Degree Audit. Def = Y. Not tied to permission subsystem at this time.
13) Hash-mark requirement separator line used
   a) DA_HASHES-1-1 Show hash mark separator on Degree Audit between requirements? Y/N Def = Y.

14) Show in 5 bytes the requirement number and sequence number on Degree Audit at far right edge? Y/N

a) DA_SHOW_RQ-1-1 Def = N.

b) Will overlay any semester descriptions that extend to right edge of page.

15) Use transfer course description Y/N?

a) RG350DB-64-1 Default = Y. If Y, Degree Audit will take description for course from transfer table rather than from course table.

16) Use first 2 positions for Program Initials instead of 3 pos in course number.

a) RG125A-1-8 Def = Y. i.e. EN101 vs. ENG101. If parameter=Y, program initial will be EN. This identifies the course as belonging in a program for degree audit satisfaction purposes.

17) Asterisk enrollment exclusion from Degree Audit

a) RG460A-6-2 Default = N.
Exclude any enrollment with an "*" asterisk in section field from calculation and display in degree audit. Former Waiver parameter.

18) Exclude lab section enrollments from Degree Audit

a) DALABTEST-1-1 Def = Y.
Are lab section / denotes lab=X enrollments testable enrollment credits against requirements. I. e. if course# PHY101 is Lab then it will be testable against a requirement, otherwise it won't and will be moved down into the unused section.

19) How to use Home address instead of default mailing address on Degree Audit?

a) DA_ADDRESS-1-1 Def = N.
Use home address from table STBIOS instead of mailing address from same? Y or N.
If “Y”, the home address will be substituted. Anything else, the mailing address is used.

A) Exclude wait list enrollments from Degree Audit. This is mandatory.

B) Exclude all enrollments having degree level different from student's degree that is being audited.

20) Switch source of Catalog total credits required from sum of Master Requirements’ credits(RGDREQ) to Concentration/major table’s (STMAJR) CREDITS_TO_GRADUATE field.

a) DACRDSRCE-1-1. Default = N.
If “Y”, the Degree Audit footer’s Required Catalog Credits value will come from the STMAJR table’s CREDITS_TO_GRADUATE field for the student’s major.
If “N”, the Degree Audit will determine the total credits to graduate based first on the presence in RGDREQ for the catalog of a requirement# 999 OPTIONAL_TOTAL_CREDITS_REQ reserved requirement number and if that doesn’t exist, the Degree Audit will sum up all the requirements’ total credits.

21) Level One Requirement – meet minimum grade or enrollment is made unusable by rest of Degree Audit’s requirements.

a) RG460A-3. Default = blank.
For each parameter in RG460A-3 supply a range of two String values separated by a blank representing Requirement Category Sort values that are affected by this parameter set. These Category Sort values should be assigned to the desired level one Requirement. (i.e. MA MZ would be two Category Sort values and any level one Requirement having a Category Sort value between those two values would invoke the minimum grade or no-use logic. Case 7045.

Appendix B – FAQ

1. Do not print the social security number at all....for privacy reasons. The Registrar does not want to see the Scan ID# either.
Use combination of MSPARM s' DA_IDSSN-1-1 and RG460A-6-1. See Appendix A.

2. Need ability to add a constant message at the top of the audit, after the bio information, for example: "This audit matches degree requirements with the courses that you have completed to date."
Use msparm DA_HDR_TXT-1. See Appendix A.

3. Do not print credits, print a count of courses (Some schools requires 40 courses for graduation, each one being 3 credits or greater).
Use msparm DA_CRSCOUN-1-1. Also, setup the Requirement (RGDREQ) Total Courses (RGDREQ/TOTAL_COURSES) to hold number of courses needed to satisfy the requirement. Only used if MSPARM DA_CRSCOUN-1-1 is Y. See Appendix A.

4. The summary of course work should show number of courses completed, number still outstanding, number currently "In Progress", CUM GPA.
Use msparm DA_CRSCOUN-1-1. See Appendix A.

5. We need the ability to have a course meet a requirement and also fulfill another requirement without being counted again. Set the Requirement's allows Reuse flag.

6. 0 and 1 credit courses should not print or count toward the 40.
Use msparm DA_MINCRED-1-1. See Appendix A.

7. We need to be able to have a mix of exact match requirements and matching by groups....not strictly printing by the level of 1, 2, 3, 4.
The control of matching should be the order in which the requirements appear on the requirements file first and the semester taken next. I think you would want to order the requirements for processing. Use the requirements Order field to override the natural requirement number ordering.

8. How do we do course substitutions for a requirement?
Use the RGENRL DEG_AUDIT_REQ field for substitution. Put the corresponding requirement level and requirement into the RGENRL DEGREE_AUDIT_LEVEL and DEG_AUDIT_REQ fields. Or, you can set up in the Course Cross reference table (RGDAXR) a mapping of one course number to another course number. The program will check this table to see if there is a cross-reference course available.

Note: Level 2 and 3 requirements will not check the requirement's course thresholds if there is a substitution with the enrollment.

9. How can we waive a course requirement and bump up the resulting required electives in order to still require 40 courses? Not sure what you want here but you can give the student an enrollment for the required course with zero credits and with a waiver grade. Set your waiver Quality Point's Waiver flag in the Quality Point maintenance program and give the waiver grade a 4.0 value. This may need tweaking to work - I think it only checks the credits not the course count at this time.

10. We have one requirement set for 7 credits and another requirement set for 12 credits. The student can take either one and not have to take the other. How can we make two separate Requirement sets either/or?
You can not at this time. You should document the either/or in the requirements so that its meaning is described.