

COLUMBUS STATE

COMMUNITY COLLEGE

My Academic Planning (MAP) Tools for Faculty and Staff (including Transferology Lab Basics)

Revised April 29, 2020

Introduction to the Degree Audit

A Degree Audit system is used to compare students' academic course work against a program's requirements to answer the questions:

- What do I need to take to graduate?
- Have I met graduation requirements?
- What happens if I change my major?

Columbus State's Degree Audit is a software product called u.Achieve (formerly DARS), owned by College Source, Inc.

u.Achieve is interfaced with Colleague so that student academic data (e.g., courses, academic programs, etc.) is reflected 'real time' within the body of a Degree Audit.

Accessing u.Achieve Self-Service.

The first step is to access CougarWeb. The URL is <https://cougarweb.csc.edu>, or you can navigate from the Columbus State home page (www.csc.edu).

COLUMBUS STATE
COMMUNITY COLLEGE

Blackboard **CougarWeb** Campuses Directory Email

Search Quick Links ▼

COLUMBUS STATE
COMMUNITY COLLEGE

CougarWeb

Welcome Guest!

Please select an entry point by clicking the CougarWeb for Students, Faculty, or Employees buttons on the right. Log in to the system by clicking the Log In Tab.

Check your student e-mail often for important messages on deadlines, grades and fee payment.

CougarWeb Note: To use CougarWeb you must use Internet Explorer 9 or better. The latest versions of Firefox or Google Chrome are also supported.

CougarWeb for Applicants

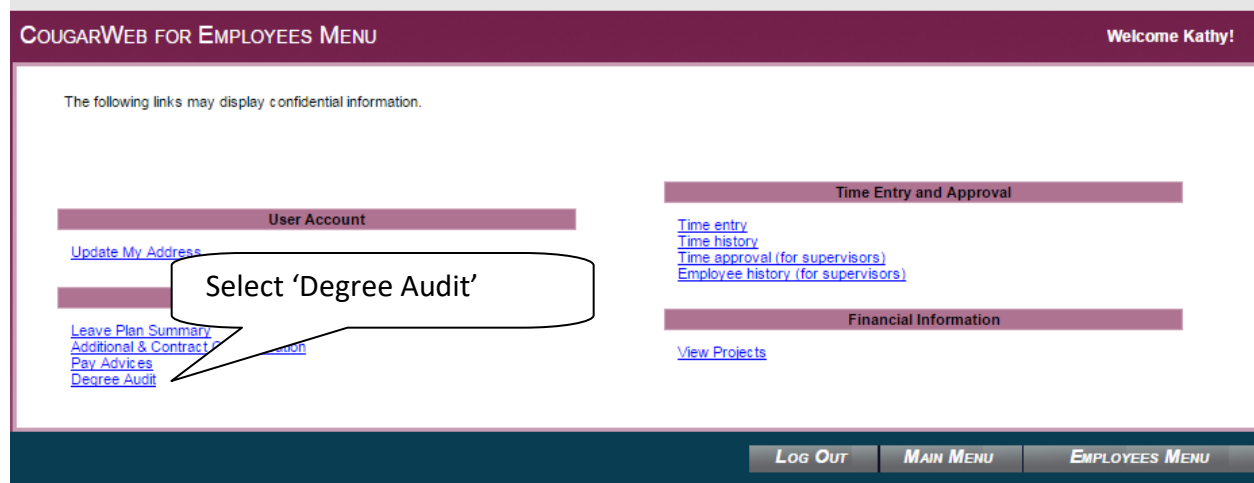
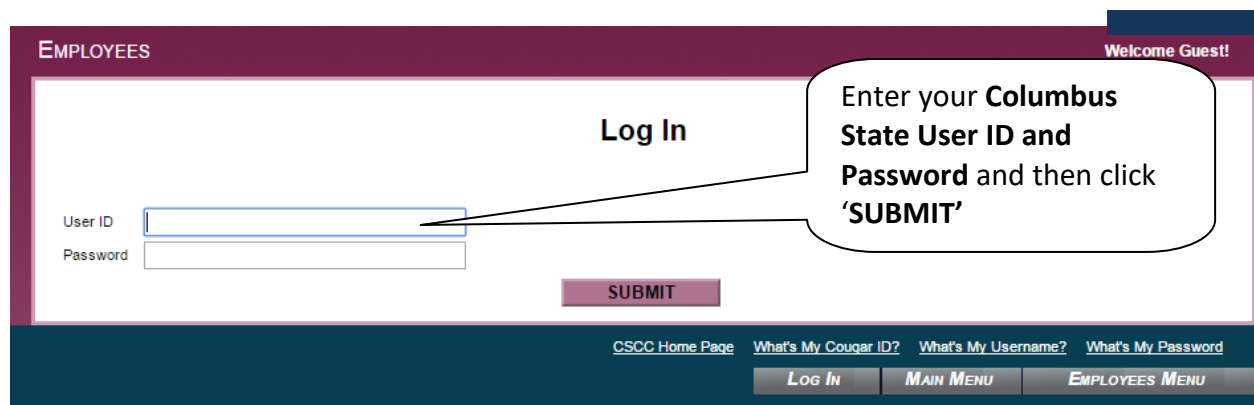
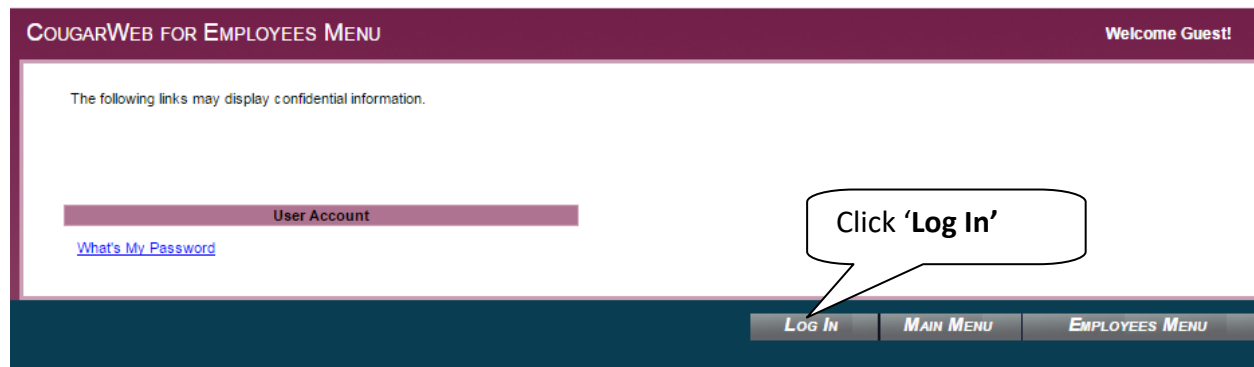
CougarWeb for Students

CougarWeb for Faculty

CougarWeb for Employees

CougarWeb for Continuing Education

Click on '**CougarWeb for Faculty**' (or Employee) based upon your association with the College.



You will then be presented with the u.Achieve Degree Audit login page:



Login

If you do not know your username or password, please go to <https://password.cscs.edu>.

Enter your Username and Password

USERNAME:

PASSWORD:

LOGIN

CLEAR

For security reasons, please [log out](#) and exit.

Although directed from CougarWeb, uAchieve Degree Audit is a separate login. Enter **the same User ID and password**. If you cannot login, please contact the Help Desk at (614) 287-5050. Click '**Log in**' or '**ENTER**'

SELECTING A STUDENT:

You can search for a student either by:

1. **Student ID** – Enter the Cougar ID. (Be sure to include all seven digits, including any leading zeros.) OR
2. **By Name** – Any combination of last name and/or first name.

Student Search

Enter Student ID

Student ID

Submit

Search by Student Name

First Name

Last Name

Search



REQUESTING A DEGREE AUDIT REPORT. The Audit Request page consists of two parts: (1) Declared Program (Active Program(s) of Study); and (2) Select a Different Program (a 'What If' function).



Audits ▾ Courses ▾ Exceptions Transfer Evaluations Profile ▾

Request an Audit

▼ Run Declared Programs:

School	Degree Program	Title	Catalog Year
	AA	ASSOCIATE OF ARTS	Autumn 2016

► Select a Different Program:

Advanced Settings [Click to view available options.](#)

Run Declared Programs Cancel

Use this part of the Audit Request screen to request a report on the student's Declared Program(s).

Use this part of the Audit Request screen to request a report for a Different Program (a 'What If' report).

'Advanced Settings' allows you to Include Planned and/or In-Progress Courses and to select different report formats (HTML, PDF¹):

Advanced Settings [Click to view available options](#)

Include In Progress Courses	<input checked="" type="checkbox"/>
Include Planned Courses	<input type="checkbox"/>
Run Type	A-Audit and Evaluat ▾
Format	Regular (HTML) ▾

'Run Declared Programs' Option.

This option automatically runs ALL active programs from your academic program information. Just click the 'Run Declared Programs' button to produce the report:

Run Declared Programs Cancel

¹ PDF versions of the Report provide a printer-friendly version that can be easily downloaded and attached to e-mail messages, saved to file, etc.

'Select a Different Program Option' ('What If' Audit):

The second option on the Audit Request Page is the 'Select a Different Program' (or 'What if') run option. This will produce a report for the program of your choice. Running a 'What If' degree audit does not change the program on the student's official record. In order to officially declare a program, the student must complete a Program Change Form.

Request an Audit

The screenshot shows the 'Request an Audit' form. At the top, there are two tabs: 'Run Declared Programs:' and 'Select a Different Program:'. A callout points to the 'Select a Different Program:' tab with the instruction: '1. Click the 'Select a Different Program' option'. Below the tabs, a message states: 'Choosing a degree program here will not change your declared degree program.' There are three dropdown menus: 'Degree:', 'Program:', and 'Catalog Year:'. A callout points to these dropdowns with the instructions: '2. Select Degrees or Certificates', '3. Select the Program', and '4. Select the Catalog Year (if applicable)'. At the bottom, there are two buttons: 'Run Different Program' (in blue) and 'Cancel'. A callout points to the 'Run Different Program' button with the instruction: '5. Click the 'Run Different Program' button'.

Audits requested for a program the student has completed will result in a successful Audit run, with the following disclaimer²:

YOU HAVE RECEIVED A DEGREE OR CERTIFICATE FOR THIS ACADEMIC PROGRAM

* The information contained in this Degree Audit Report is
unofficial; it may be preferable to obtain a transcript
- either print an Unofficial one or order an Official
one from CougarWeb

* This report may or may not reflect how the academic
program was completed, especially if you graduated under
a different catalog, if courses were taken in the
quarter calendar (pre-Autumn 2012), etc.

² NOTE: The wording in this disclaimer is subject to change.

While the Audit Runs:

Your Audit is Loading



Your audit will be ready momentarily(more...).

The Degree Audit/u.Achieve collects information from the student's Colleague record, (courses taken in previous terms, registered classes and transfer credits), and information from the Degree Audit database (program requirements, exceptions) in order to produce the audit.

Viewing the Audit:

Completed Audit Requests

These are the audits that have been run in the past for this student.

Run Audit

Delete

select all/select none

Program	Catalog Year	Created	Audit Type	Format	Run By	Course Type	View	Delete
ACCT.AAS	Autumn 2016	04/04/2017 9:08 AM		HTML	knewmang	IP	View Audit	<input type="checkbox"/>
CSCI.CYBER.AAS	Autumn 2016	04/04/2017 8:28 AM	WIZAP-IP	PDF	knewmang	IP	View Audit	<input type="checkbox"/>
ACCT.AAS	Autumn 2016	04/04/2017 8:25 AM		HTML	knewmang	IP	View Audit	<input type="checkbox"/>

Audits are listed in reverse chronological order with the most recent appearing first.

Click the **'View Audit'** button to view the audit

When the Audit finishes running, the Report will appear at the top of the Audits List. Degree audits that have previously been run will also be presented on this page.

READING THE AUDIT:

Basic information about the student (name, ID, graduation petition) and information about the run itself (date, time, program, and catalog) appear at the top of the Report, followed by a standard disclaimer.

Student, Sally					
Accounting					
Request Audit					
Prepared On	04/03/2017 02:11 PM	Program Code	ACCTAAS	Catalog Year	Autumn 2014
Student ID	0792792	Graduation Date	UNKNOWN	Job ID	2017040314112228

Audit Results Course History Applied Exceptions Markers

☒ Open All Sections ☐ Close All Sections ?

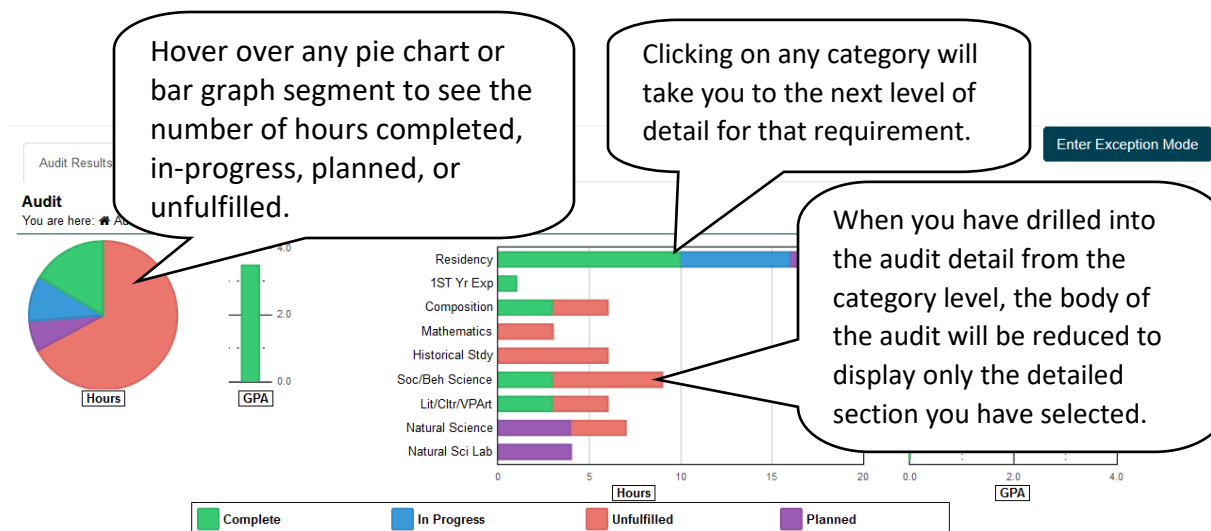
[Printer Friendly](#)

THIS PROGRAM AUDIT HAS BEEN PREPARED TO ASSIST YOU DURING STATE EXPERIENCE. WHILE EVERY EFFORT IS MADE REPORTING ACCURACY, IT IS ESSENTIAL YOU WORK YOUR ADVISOR TO ASSURE YOU MEET ALL PROGRAM EXCEPTIONS TO THE CURRICULUM MUST BE APPROVED THE APPROPRIATE DEAN OR DEPT CHAIRPERSON. SELF COURSES OTHER THAN THOSE LISTED BELOW OR UNAPPROVED PROGRAM COULD ADVERSELY AFFECT GRADUATION; YOUR YEAR INSTITUTION; FINANCIAL AID AND/OR OTHER

When the 'HTML' report is first opened, all sections are closed. You have the option to '**Open All Sections**' by clicking this link or selectively open each requirement.

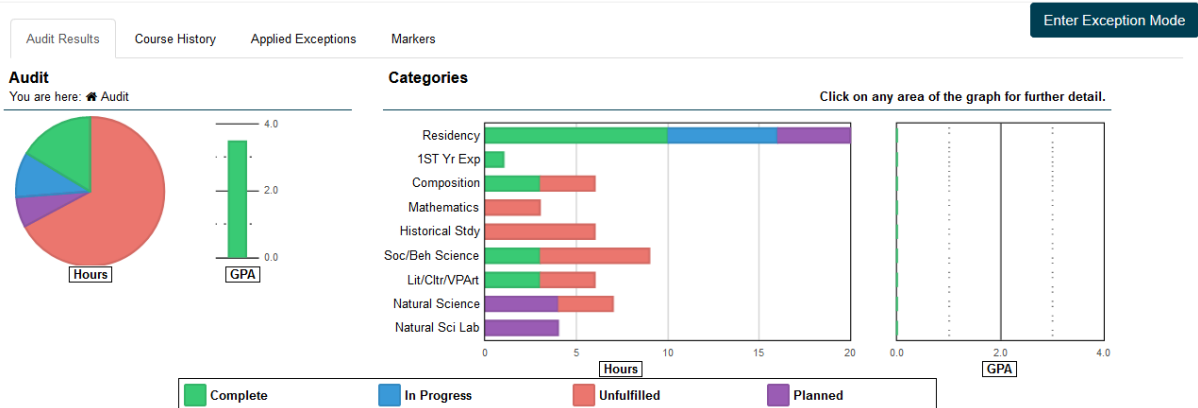
A '**Printer Friendly**' link provides the entire audit with all sections open, ready for printing.

At the top of the audit are charts and graphs that provide a visual representation of the progress toward the student's degree. **PLEASE NOTE:** Charts and graphs are only a visual representation of the progress within a degree program. While every attempt has been made to have 100 percent accuracy within the charts and graphs there is always the possibility for discrepancies. As always, depend on the body of the audit to determine program requirements and choices for requirement completion.



Charts and Graphs are a snapshot of the 'estimated' hours required. If there are many courses of varying credit hours available to complete a requirement, the lowest number of acceptable hours will be used to generate the chart or graph. Therefore, the 'unfulfilled/red' hours depicted in the chart/graph MAY BE LOWER than what the student will ultimately choose to complete. Likewise, if you have over-satisfied a requirement due to additional elective hours taken or applied from transfer credit, all the applied hours will be reflected in the 'completed/green' segment of the chart/graph even when other segments of the overall requirement may remain 'unfulfilled/red'.

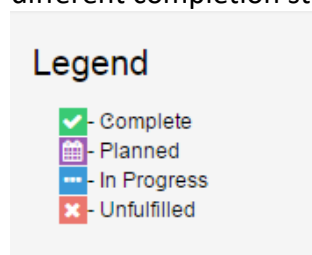
Charts and Graphs for Arts and Sciences: Categories will be displayed by requirement subject area. Within each subject area will be the number of hours, and/or specific courses required.



Charts and Graphs for Career and Technical Programs: Categories will be displayed by General Education, Basic Related and Technical Studies. Within each category will be the requirement details such as subject areas, hours needed and/or specific courses required.



The 'sections' of the Degree Audit Report represent different requirements that comprise the Academic Program (whether that is a two-year degree or certificate). The Legend explains the different completion status indicators that may appear:



This requirement is complete as indicated by a green check.



MATHEMATICS, STATISTICS & FORMAL LOGIC

SU16	STAT1450	3.00	X	AP CRDT : STATISTICS STATISTICS
------	----------	------	---	------------------------------------

This requirement has an in progress course as indicated by the blue ellipsis.



NATURAL SCIENCES



BIOLOGICAL SCIENCES

SP17	BIO 1111	4.00	RG	IP	Intro to Biology
------	----------	------	----	----	------------------

SELECT FROM: NO LAB: [ANTH2200](#)
INCLUDES LAB: [BIO 1112](#) [BIO 1113](#) [BIO 1114](#) [BIO 1125](#)
[BIO 1127](#) [BIO 2215](#) [BIO 2301](#)

This requirement is incomplete as indicated by a red X. The X indicator will remain until all required sub-requirements are satisfied.



BASIC RELATED REQUIREMENTS



Personal Finance

NEEDS: 1 COURSE

SELECT FROM: [FMGT1101](#)



Computer Concepts & Applications

NEEDS: 1 COURSE

SELECT FROM: [CSCI1101](#)

The 'PDF' format appears in a scroll box within the 'Audit Results'. Users can Print and/or Download the PDF version, using the options at the top of the scroll box.

Audit Results Course History Applied Exceptions Mark

Download PDF Audit

Make sure you've installed Adobe Reader and are not using Browser or Chrome in Android before viewing this audit.

Page: 1 of 5 Automatic Zoom

PREPARED: 03/17/17 - 10:31 AM 0792792
Student, Sally UNKNOWN
PROGRAM CODE: ACCT.AAS CATALOG YEAR: 201640
TYPICALLY STUDENT DESCRIPTIVE DATA GOES HERE...
ACCOUNTING
ASSOCIATE OF APPLIED SCIENCE DEGREE

* THIS AUDIT HAS BEEN PREPARED USING "WHAT IF" LOGIC. *
* THIS REQUEST FOR A ONE-TIME EXPLORATORY REPORT REFLECTS *
* A PROGRAM, CATALOG YEAR AND/OR TERM DIFFERENT FROM THE *
* PROGRAM PRESENTLY STORED ON YOUR DEGREE PROGRAM FILE *

There are some differences between the Arts and Sciences (AA/AS) and Career & Tech (AAS/ATS) Degree Audit Reports, but they share some of the same general sections:

- 1) **Audit Status:** One of the three overall status message displays at the top of the Audit.

---- AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED ----

>>>> ALL REQUIREMENTS COMPLETED - IN-PROGRESS COURSES USED <<<<

***** ALL REQUIREMENTS IDENTIFIED BELOW HAVE BEEN MET *****

- 2) **Scheduled/In-Progress Courses**

*** SCHEDULED COURSES ***

SP17	CRJ 1140	3.00	RG	IP	Corrections
SP17	CRJ 2043	3.00	RG	IP	Institutional Corrections
SP17	CRJ 2901	3.00	RG	IP	Practicum/Seminar CRJ
SP17	MULT1114	3.00	RG	IP	Intro Addict Studies
SP17	MULT1140	0.50	RG	IP	Adult & Pediatric CPR

- 3) **Course Applicability to the Plan of Study:** This might impact eligibility for Financial Aid funding.

INFORMATION REGARDING HOW YOUR REGISTERED COURSES APPLY TO YOUR PLAN OF STUDY.

**** THE FOLLOWING COURSES APPLY TO YOUR PLAN OF STUDY ****

SP17	CRJ 1140	3.00	RG	IP	Corrections
SP17	CRJ 2043	3.00	RG	IP	Institutional Corrections
SP17	CRJ 2901	3.00	RG	IP	Practicum/Seminar CRJ
SP17	MULT1114	3.00	RG	IP	Intro Addict Studies

INFORMATION REGARDING HOW YOUR REGISTERED COURSES APPLY TO YOUR PLAN OF STUDY.

The following section categorizes courses that you have scheduled that do NOT apply to your Plan of Study.

If you have questions about alternative course recommendations, contact your Academic Advisor. A listing is available at:

csc.edu/services/advising/directory.shtml

***** COURSES THAT DO NOT APPLY TO YOUR PLAN OF STUDY *****

SP17	MULT1140	0.50	RG	IP	Adult & Pediatric CPR
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4) **Cumulative Grade Point Average:** College-level coursework only.



A CUMULATIVE 2.000 GRADE POINT AVERAGE FOR ALL COLLEGE LEVEL COURSES COMPLETED AT COLUMBUS STATE COMMUNITY COLLEGE IS REQUIRED FOR AN ASSOCIATE DEGREE.

EARNED: 51.66 HOURS

3.311 GPA

Remedial Courses That Do Not Contribute to the Cumulative College-Level GPA Calculation:

WI12	DEV 0145	2.00	A	QUARTER: DEV 044
SP12	DEV 090	1.33	A	College Success

5) **Non-Applied Electives:** This section contains courses that were successfully completed but do not apply toward degree requirements above.

NON-APPLIED ELECTIVES

Elective coursework not used toward any specific requirement in this program. If you believe any of these courses may meet a requirement, contact your advisor. If Planned Courses list here unexpectedly, check for course formatting errors.

SP17	BMGT1102	2.00	A	QUARTER: BMGT102 Mnging Intrprsnl Skl
SP17	BMGT1111	3.33	A	QUARTER: BMGT111 Management

6) **Placement Information**

PLACEMENT INFORMATION

WRITING

SP14	COMPP0155	0.00	Place into DEV-0155
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MATHEMATICS

SP14	COMPP0105	0.00	Place into DEV-0105
SP14	DEV P0105	0.00	NC Eq for DEV 0105

READING

SP14	COMPP0140	0.00	Place into DEV-0140
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SCIENCE

SU14	BIO P0100	0.00	NC Equiv for HS Biology
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7) **Residency:** At least 20 hours of any associate degree must consist of Columbus State coursework.

- *****RESIDENCY HOURS REQUIREMENT*****
At least 20 semester hours of the coursework required in this program must be earned at Columbus State.
At least 14 of these credits must be earned in the technical studies requirement area
 - 20 TOTAL RESIDENT HOURS REQUIREMENT
50.00 HRS APPLIED
IN-PROG 9.00 HOURS
 - 14 TECHNICAL RESIDENT HOURS REQUIREMENT
21.00 HRS APPLIED
IN-PROG 9.00 HOURS

AAS/ATS Degree Programs

The Associate of Applied Science and Associate of Technical Studies degree are comprised of three major categories of courses, or requirements:

1) **General Education Requirements:** Students must have at least 15 hours of General Education coursework. This coursework contributes to the 30 required non-technical hours.

☒ **GE-COLLEGE COMPOSITION REQUIREMENT**

SU14 ENGL1100 3.00 K

☒ **GE-MATHEMATICS REQUIREMENT**

☒ Statistical Concepts for Business
NEEDS: 1 COURSE
SELECT FROM: [STAT1400](#)

2) **Basic Related Requirements:** This coursework contributes to the 30 required non-technical hours.

☒ *****BASIC RELATED REQUIREMENTS*****

☒ Personal Finance
NEEDS: 1 COURSE
SELECT FROM: [FMGT1101](#)

3) **Technical Studies Requirements:** This coursework contributes to the required 30 hours of technical studies.

☒ *****TECHNICAL STUDIES REQUIREMENTS*****

NEEDS: 30.00 HOURS

☒ Principles of Business
NEEDS: 1 COURSE
SELECT FROM: [BMGT1101](#)

AA/AS Degree Programs

The Associate of Arts/Associate of Science degrees are designed to be the first two years of a Bachelor's degree and consist of General Education requirements requiring courses that transfer and apply to four-year degree requirements at another college.

- 1) General Education:** Includes English, Math, Historical Study, Social and Behavioral Science, Literature/Culture/Visual Performing Arts, and Natural Science.

ENGLISH AND INTERMEDIATE COMPOSITION

Complete both English and Intermediate Composition requirements for a minimum of six semester hours.

IN-
PROGRESS 3.00 HOURS

NEEDS: 3.00 HOURS

ENGLISH COMPOSITION

SP17	ENGL1100	3.00	RG	IP	Composition I
------	----------	------	----	----	---------------

INTERMEDIATE COMPOSITION

NEEDS: 1 COURSE

SELECT FROM: [ENGL2367](#) [ENGL2567](#) [ENGL2667](#) [ENGL2767](#)

2) Additional Requirements to Complete the Degree

ADDITIONAL REQUIREMENTS TO COMPLETE THE DEGREE

Take additional credits from the AA/AS approved courses
<https://www.csc.edu/academics/transfer/degrees.shtml>
to meet the 61 semester hour requirement.

If you are uncertain about course selection, consult with
an Arts & Sciences Advisor.

ASC 1190 - CRITICAL THINKING IN ARTS AND SCIENCES

Completion of this course as an Arts and Sciences
elective is strongly encouraged.

EARNED: 15.00 HOURS

NATURAL SCIENCES:

AU71	CSCC1381	3.33	A	Physics - Mechanics
CONVERTED TO: PHYS181				

BUSINESS RELATED:

AU11	ACCT1211	3.33	B	QUARTER: ACCT106
AU12	ACCT1212	3.00	A	Financial Accounting
Managerial Accounting				

ARTS & HUMANITIES

AU03	ART 8001	2.00	K	OTTRBEIN: ART 250
AU03	ART 8002	3.34	K	OTTRBEIN: ART 380

Note: Quarter courses (coursework taken prior to Autumn 2012) will be converted to semester courses with semester credit hour values.

GE-COLLEGE COMPOSITION REQUIREMENT

Example #1

AU11	ENGL1100	4.00	AV=B	QUARTER: ENGL101,102
------	----------	------	------	----------------------

GE-SOCIAL/BEHAVIORAL SCIENCES REQUIREMENT

WI10	PSY 1100	3.33	C	QUARTER: PSY 100 Intro to Psychology
------	----------	------	---	---



In this degree audit, quarter courses on the right side of the equations are converted to their semester equivalents on the left.

Quarter hours are converted to semester hours.

Example #1 (many-to-one)

- ENGL101 and ENGL102 (taken for 3 quarter hours each) are converted to one semester course, ENGL1100 for 4 semester hours.

Example #2 (one-to-one)

- PSY 100 (taken for 5 quarter hours) is converted to one semester course, PSY 1100, for 3.33 semester hours.

OTHER TABS IN 'AUDIT RESULTS'

Course History presents a listing of courses taken in reverse chronological order:

Audit Results

Course History

Applied Exceptions

Markers

Click on green columns to filter course list below by term or use the 'filter by' drop down menu below. If you wish to return to the entire course list, just reset the 'filter by' settings to their 'generic' settings (usually the title of the filter such as "Year" and "Term")

Filter by: Grade Term

Term	Course Term	Course	Hours	Grade	Title	Status
SP2014	SP14	ACCT2901	3.00	A	ACCT Practicum & Seminar	✓
SP2014	SP14	ACCT2231	3.00	A	State & Local Taxation	✓
AU2013	AU13	BOA 1119	0.00	W	Internal Ctrls/Fraud Prev	✓
AU2013	AU13	BMGT2299	3.00	A	Case Study Strategic Mgmt	✓
AU2013	AU13	ACCT2236	3.00	B	Federal Taxation II	✓
SU2013	SU13	HIST1152	3.00	A	Amer History Since 1877	✓
SU2013	SU13	ACCT2232	3.00	B	Federal Taxation I	✓

Applied Exceptions will list the exceptions applied to this specific Audit. More information will be covered in the 'Exceptions' section later in this document:

Audit Results

Course History

Applied Exceptions

Markers

Markers are requirements that are encoded to appear in a student's Degree Audit Report based on certain criteria. At this time, the only Marker in use is the one for Honors students. This is an example of how it is represented on the 'Markers' tab of the Audit results:

Markers

Marker	Value	Type	Catalog Year
\$HONORS	HONORS		

In this example, the Audit Results contain the specific criteria required to graduate with the Honors Scholar distinction:

HONORS GRADUATION REQUIREMENTS

Honors Program members who complete their studies at Columbus State Community College and meet the following qualifications become eligible for final Honors Program acknowledgement on transcripts and/or diplomas as well as recognition at graduation:



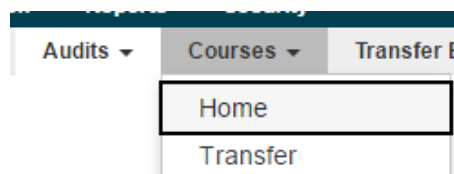
Earn an 'A' or 'B' in at least fifteen (15) credit hours of Honors courses (including Honors versions of COLS 1100 and ENGL 1100).

AU15	COLS1100	1.00	A	H - First Year Exp Seminar
AU15	ENGL1100	3.00	A	H - Composition I
SP16	ENGL2367	3.00	A	Composition II
SP16	MATH1151	5.00	B	Calculus I
AU16	CHEM1171	5.00	B	General Chemistry I

Honors Courses In-Progress

Courses Tab

Clicking on the 'Courses' tab gives you options of viewing courses stored in u.Achieve (not necessarily in the student's Colleague record).



Home courses are Columbus State equivalents of transfer courses (articulated in u.Achieve).

Completed Coursework

Term	Course	Title	Grade	Credit	Seq	Last Modified
Spring 2012	BIO 111	OHIO ST : BIOLOGY 101	K	5.00	001	04/06/2012 11:31 AM
Spring 2012	BIO 112	OHIO ST : BIOLOGY 102	K	5.00	001	04/06/2012 11:31 AM
Spring 2012	COMM801	OHIO ST : COMM 101	K	5.00	001	04/06/2012 11:31 AM

Transfer courses are the original transfer courses as taken at the 'source' institution.

Completed Transfer Coursework

School	Cd	Term	Course	Title	Grade	Credit	Edit
Ohio State University - Fall 1967 to Spring 2012		Autumn 2009	CLASSICS 222	CLASSICAL MYTHOLGY	C	5.00	
Ohio State University - Fall 1967 to Spring 2012		Autumn 2009	EXP 100.01	EXP SURVEY	A	1.00	
Ohio State University - Fall 1967 to Spring 2012		Autumn 2009	INTSTDS 230	RISE & FALL SOV UN	C	5.00	
Ohio State University - Fall 1967 to Spring 2012		Autumn 2009	MATH 130	MATH ANALYSIS BUS 1	C	4.00	

Transfer Evaluation Tab

Provides a view of the relationship between the Transfer (or Source) courses and the Home (or Target/CSCC) courses:

Transfer Coursework

Coursework transferred from other institutions.

Source Id	Grp	Lock	Certify	Last Modified	Type	Term	Course	Title	Grade	Credit	Condc	Seq	Edit	Del
Central Ohio Technical College - since Fall 2012														
						Summer 2008	BIO 1760	MEDICAL TERMINOLOGY	A-	2.00		001		
						Spring 2017	MULT1110	COTC: BIO 1760	K	1.33	k	001		
						Autumn 2008	BIO 1774	HUMAN ANAT & PHYS II	A	5.00				
						Autumn 2008	BIO 1775	HUMAN ANAT & PHYS LAB II	A	1.00				
						Spring 2017	BIO 2301	COTC: BIO1774,1775	K	4.00				



Source Course line shows how the course appears on the original school transcript.



Target Course line shows how the transferred course appears on Columbus State's Degree Audit.

Example of a 'two-to-one' articulation. Two COTC courses (BIO 1774 and 1775) are equivalent to CSCC's BIO 2301.

Legend

Source Course (school you transferred from)

Target Course (school you transferred to)

NOTE: Courses evaluated in u.Achieve are viewable; evaluations processed in Colleague will continue to be accessible only through the EXTS and STAC screens.

Exception Tab

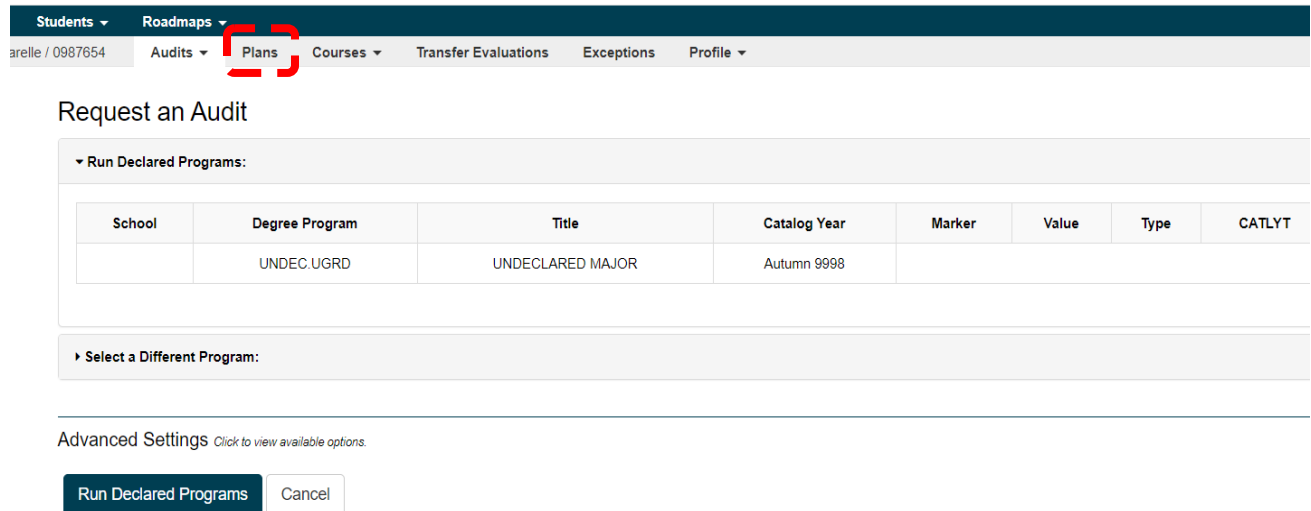
Exceptions

Exceptions to requirements/subrequirements.

#	Code	Comment	Pseudo Name	Course	Rcourse	Authorized	Date
1	RM	AAS General Education Requirements: Combine PHYS 8001 & 8002 for required PHYS 1200. Meets intent.	MECH-PHYS1200			N Braun/D Bickerstaff	8/31/16

Accessing and Viewing a Student's MAP (My Academic Plan)

The system provides functionality for users to create and store courses a student would like to plan for future enrollment. Select the Plans tab to view previously created academic plans.



Students ▾ Roadmaps ▾

arelle / 0987654 Audits ▾ **Plans** Courses ▾ Transfer Evaluations Exceptions Profile ▾

Request an Audit

▼ Run Declared Programs:

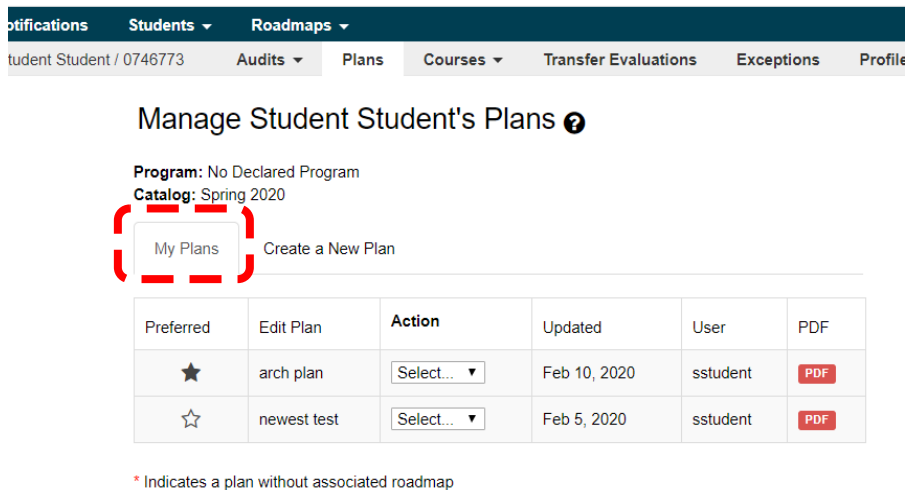
School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT
	UNDEC.UGRD	UNDECLARED MAJOR	Autumn 9998				

► Select a Different Program:

Advanced Settings Click to view available options.

Run Declared Programs Cancel

All previously created plans will be listed under the My Plans tab. Students can create additional plans by selecting the Create a Plan tab.



Notifications Students ▾ Roadmaps ▾

udent Student / 0746773 Audits ▾ **Plans** Courses ▾ Transfer Evaluations Exceptions Profile

Manage Student Student's Plans ?

Program: No Declared Program
Catalog: Spring 2020

My Plans Create a New Plan

Preferred	Edit Plan	Action	Updated	User	PDF
★	arch plan	Select... ▾	Feb 10, 2020	sstudent	PDF
☆	newest test	Select... ▾	Feb 5, 2020	sstudent	PDF

* Indicates a plan without associated roadmap

Students can select which plan is their Preferred plan by clicking on the star next to the plan they are following. Students can create multiple plans, as needed, but only one plan will be marked as Preferred. This Preferred Plan will also be used to generate data to inform course demand to the College. There are actions that can be taken for each plan. The drop-down menu under Action can be used to edit, rename, copy, or delete a plan. In most cases, it will make sense to copy an existing plan in order to make changes vs. renaming the plan. There is also an option to open a PDF version of a plan from this screen.

My Plans		Create a New Plan			
Preferred	Edit Plan	Action	Updated	User	PDF
★	arch plan	Select... Select... Edit Plan Rename Copy	Apr 2, 2020	sstudent	PDF
☆	BMGT_Roadmap Test	Select...	Apr 2, 2020	sstudent	PDF
☆	newest test	Select...	Feb 5, 2020	sstudent	PDF

A plan can be viewed by selecting the Plan Name in Edit Plan column. The student's plan will open with the plan on the right side of the page. Student's can plan from either a degree audit or a Roadmap which will be on the left side of the page.

PDF

Program: Business Management-Business Mgt Major
Effective: Autumn 2019
Expand All / Collapse All

8 Hours

Term 1
2 Hours

Principles of Business
0 Hours

First Year Experience - Must be taken in the first term
0 Hours

Interpersonal Skills
0 Hours

English Composition
0 Hours

Personal Finance
0 Hours

Computer Concepts and Applications or Excel I and Excel II
2 Hours

PDF

Expand All / Collapse All

Autumn 2020
8 Hours

Spring 2021
8 Hours

Summer 2021
9 Hours

Autumn 2021
10 Hours

Spring 2022
0 Hours

Summer 2022
0 Hours

All semesters will be collapsed when the plan opens. You can open all semesters by selecting Expand All or open each semester individually by using the arrow next to the semester you would like to open.

<div> <div></div> <div>PDF</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>			Expand All / Collapse All	
>	Autumn 2020	8 Hours		
>	Spring 2021	8 Hours		
>	Summer 2021	9 Hours		
>	Autumn 2021	10 Hours		
>	Spring 2022	0 Hours		
>	Summer 2022	0 Hours		

Once the semesters of a plan have been opened you will be able to see the courses that the student has planned.

<div> <div></div> <div>PDF</div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>			Expand All / Collapse All	
▼	Summer 2020	7 Hours		
<div> <div>Add Course</div> <div>Add Message</div> </div>				
<div> <div>ARCH1232 (2 Hours)</div> <div>Building Codes</div> <div>ARCH1250 (2 Hours)</div> <div>Enclosure Materials</div> <div>ESSH1101 (3 Hours)</div> <div>Introduction to ESSH</div> </div>				
▼	Autumn 2020	9 Hours		
<div> <div>Add Course</div> <div>Add Message</div> </div>				
<div> <div>ARCH1274 (3 Hours)</div> <div>Revit I</div> <div>ARCH2237 (3 Hours)</div> <div>Structures</div> <div>ARCH1200 (3 Hours)</div> <div>Architectural Drawing</div> </div>				
>	Spring 2021	6 Hours		

The following icons provide information regarding the planned courses.



Indicates that course has a Pre-Requisite or Co-Requisite



Indicates that course is not offered in this term

NOTE: You can click the icons for more detail (see below) but they are informational only. The planning tool does not check or enforce prerequisites/corequisites having been completed –

the student will need to make sure that they are planning courses in the proper sequence. Students will not be able to complete registration for courses on their plan if they have not satisfied pre/corequisites – or if they have other registration holds such as past due fees or restrictions.

Plan: arch plan67 Hours

PDF

[Expand All](#) / [Collapse All](#)

> Autumn 20205 Hours

> Spring 202113 Hours

Pre-Requisites and Co-Requisites1. Pre-Requisites: ARCH-112016 Hours

ARCH1274 (3 Hours)
Revit I

ARCH2230 (2 Hours)
MEP Systems

ARCH2237 (3 Hours)
Structures

DDG 1100 (3 Hours)
Intro to Computer Design

ESSH2282 (2 Hours)
Sustainable Bldg Strat

ARCH2221 (3 Hours)
Design Studio

[Expand All](#) / [Collapse All](#)

> Autumn 20205 Hours

> Spring 202113 Hours

> Summer 202116 Hours

StatusCourse not offered in this Term

ARCH2230 (2 Hours)
MEP Systems

ARCH2237 (3 Hours)
Structures












DDG 1100 (3 Hours)
Intro to Computer Design

ESSH2282 (2 Hours)
Sustainable Bldg Strat

ARCH2221 (3 Hours)
Design Studio

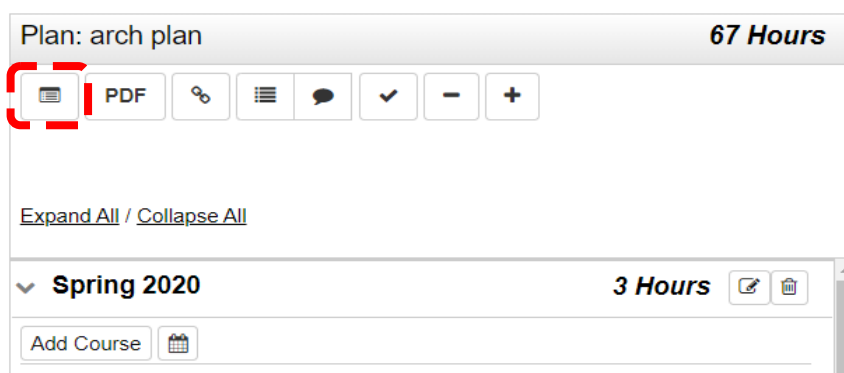
> Autumn 202114 Hours

Legend

-  = Course List
-  = Course with Pre or Co Requisites
-  = Completed Course
-  = In Progress Course
-  = Incomplete Planned Course
-  = Completed Course, No Credit
-  = Alerting possible issue with course
-  = Complete
-  = Planned
-  = In Progress
-  = Unfulfilled

Generating a Degree Audit with Planned Courses

Once a plan has been created an audit can be generated that includes the courses from a student's plan. By incorporating planned courses into the audit students are able to see what effect they would have on program requirements. By clicking the audit button, shown below, a degree audit will open in a new window.



It is critical to remember that Planned Courses are not automatically registered. The following disclaimer appears on degree audits that contain planned courses:

**THIS AUDIT INCLUDES PLANNED COURSES
PLEASE BE AWARE OF THE FOLLOWING:**

- * Planned courses are NOT automatically registered Remember to schedule your classes each term via CougarWeb Registration.
- * Planned Courses with projected grades are calculated into GPAs on the audit report. Remember you have the option to re-run the audit without including Planned Courses.
- * At the end of each term, Planned Courses for that term will be automatically deleted from the system.

***** HISTORY REQUIREMENTS *****

> ✖

**** HISTORY REQUIREMENTS ****

> ✔

FIRST YEAR EXPERIENCE SEMINAR

▼ 📅

*****ENGLISH AND INTERMEDIATE COMPOSITION*****

PL

EARNED:

3.00 HOURS

PLANNED:

3.00 HOURS

AU12

ENGL1100

3.00

K

RP

MOTT CC : ENGL101,102

AU21

ENGL2367

3.00

B?

PL

Composition II

A Planned course has tentative completed the requirement as indicated by purple box with the calendar symbol.








A Planned Course has tentatively completed the requirement as indicated by purple box with the calendar symbol.

The projected grade of each Planned Course is indicated by a question mark to remind the user this course has not yet actually been taken.



Viewing a PDF of the Plan


A PDF can be printed with sections divided by completed courses and planned courses by semester.

Plan: arch plan 67 Hours

[Expand All](#) / [Collapse All](#)








▼ **Spring 2020** 3 Hours  

[Add Course](#) 









Comments on a Plan

Students and advisors can add comments to either a specific plan or to the planning homepage.

Plan: Test Plan 28 Hours

[Expand All](#) / [Collapse All](#)

- > **Autumn 2020** 10 Hours  
- > **Spring 2021** 15 Hours  
- > **Summer 2021** 3 Hours  
- > **Autumn 2021** 0 Hours 
- > **Spring 2022** 0 Hours 

Comment

Enter your comments for your plan. Select the "Share with" field to share the comment with others or the "Private" field to create a private comment.

[Add New Comment](#)

[Expand All](#) / [Collapse All](#)

From: Sarah Lutz (bpeabody)

☐ Private ☒ Share with: ☐ Student ☒ Other Advisors

Link with Plan: Test Plan Save Cancel

Manage Becky Peabody's Plans 

Program: ACCTAAS
Catalog: Autumn 2016

[My Plans](#) [Create a New Plan](#)

Preferred	Edit Plan	Action	Updated	User	PDF
★	4.28.20chem	Select...	Apr 30, 2020	slutz10	
☆	4.28.20chem4	Select...	Apr 30, 2020	slutz10	
☆	4.28.20math	Select...	Apr 28, 2020	sjudd	

Comment

Enter your comments for your plan. Select the "Share with" field to share the comment with others or the "Private" field to create a private comment.

[Add New Comment](#)

[Expand All](#) / [Collapse All](#)

From: Sarah Lutz (slutz10) Great Job! APRIL 23, 2020 6:55 PM

Link with Plan: None To STUDENT   

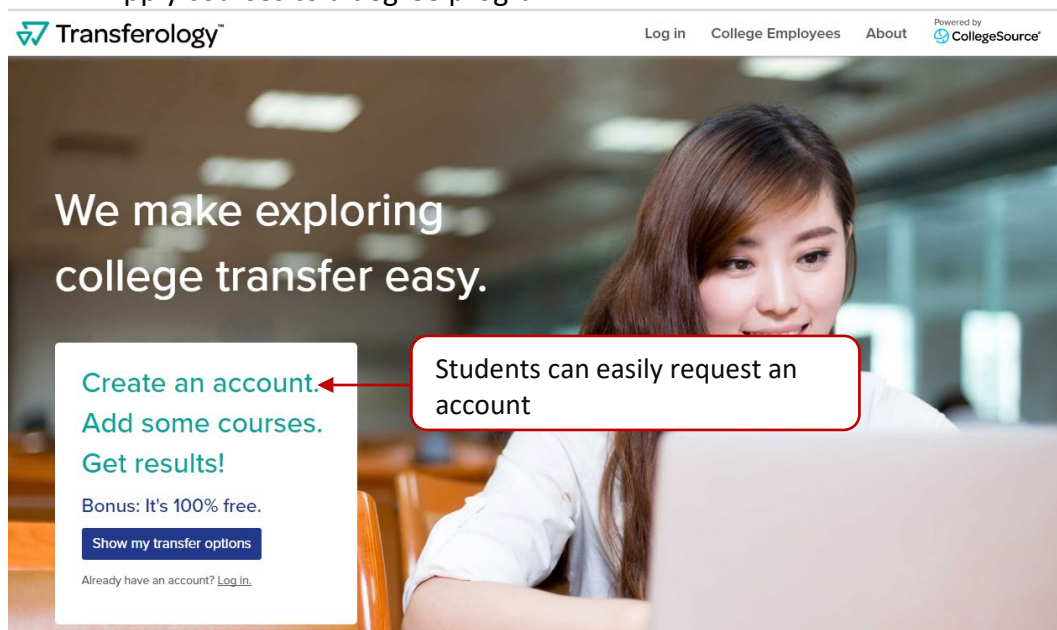


❖ What is Transferology?

- An on-line tool that provides information about how courses transfer and apply toward degree requirements. Subscribers/Participants in Transferology include institutions and state systems of higher education across the United States.
- All state colleges and universities in Ohio are mandated to participate in the Transferology site. There are also a number of private colleges that have chosen to participate.

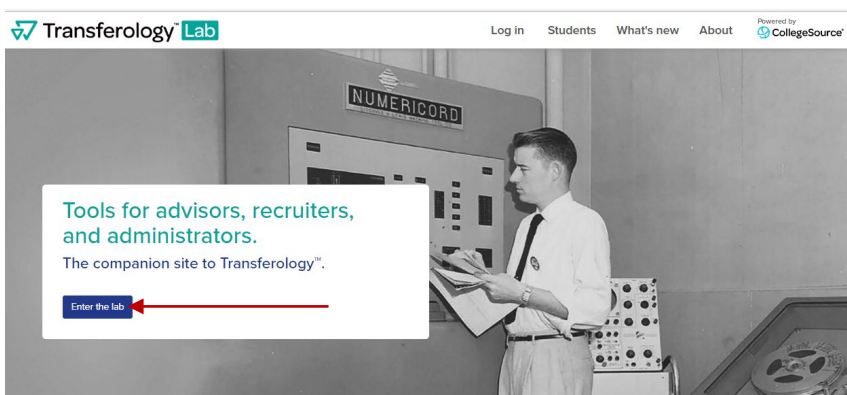
❖ Two distinct sites, depending on the user role

- **Students** – access Transferology (transferology.com) to:
 - Find schools that accept their course work
 - Find courses that will transfer back to their school
 - Find general information about a school
 - Apply courses to a degree program



➤ **Advisors/Faculty/Staff** – access Transferology Lab (transferologylab.com) to:

- Find Equivalencies and Replacement Courses
- Manage Course Bundles – groups of courses that are commonly taken by students and/or transferred.
- Apply Courses to a Program



Transferology Lab users need to be identified with a specific institution; if you don't have an existing account, you can request one by clicking on the 'Request Lab account' when entering the Transferology Lab:

[Sign in](#)

Email*

Password*

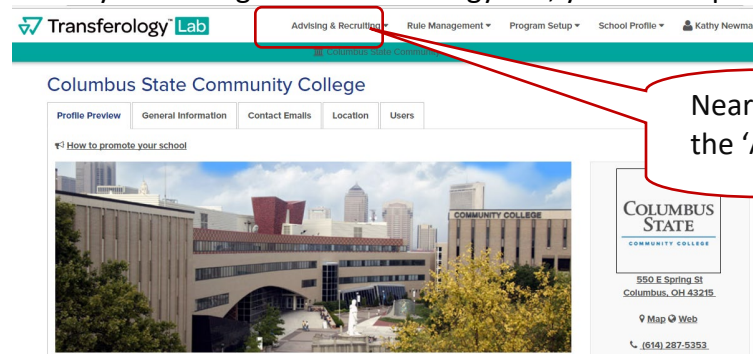
Sign in

[Request Lab account](#)

[Can't sign in?](#)

You will be prompted for a few pieces of information (i.e., CSCC e-mail, Name, Office, Telephone, etc.). You can expect to receive an e-mail containing your temporary password and login instructions within one to two working days.

When you first login to Transferology Lab, you will be presented with Columbus State's profile:



Nearly all of the functionality you need is in the 'Advising & Recruiting' menu.

Transfer Equivalencies:

Transferology™ Lab Advising & Recruiting Rule Management Program Setup

Transfer Equivalencies

Transferring To: Columbus State Community College

Transferring From: Start typing source name

Filtering source schools by name "a" Ohio. [clear filters](#)

Filter
Ohio

Source School Name

Source School Name	Year/Terms	State	View
Akron Institute Of Herzog University	Since September 2000	OH	Q
	Since September 1990	OH	Q
	From September 1992 until July 2012	OH	Q
	Since August 2012	OH	Q
	From September 1982 until May 2009	OH	Q
Bowling Green State University-Main Campus	Since June 2009	OH	Q
Bradford School	Since September 1995	OH	Q
Capital University	Since September 1976	OH	Q

Transfer Equivalencies

[Return to Search](#) [Print](#)

Year/Terms: Since September 1980

Franklin University to Columbus State Community College ACCT

ACCT110 (Starting 1981 June - Ending 2006 August)	→	ACCT1211
ACCT215 (Starting 2004 September)	→	ACCT1211
ACCT225 (Starting 2004 September)	→	ACCT1212
ACCT120 (Starting 1981 June - Ending 2006 August)	→	ACCT1212

You can Change or Clear a Filter; in addition to states, 'Military' and 'Standardized Exams' are options.

'Transferring To:' defaults to CSCC, but you can change that to view other schools' equivalencies.

The results of your selections display in an order that is alphabetical by subject:

Transfer Equivalencies

[Return to Search](#) [Print](#)

Year/Terms: Since September 1980

Franklin University to Columbus State Community College ACCT

ACCT110 (Starting 1981 June - Ending 2006 August)	→	ACCT1211
ACCT215 (Starting 2004 September)	→	ACCT1211
ACCT225 (Starting 2004 September)	→	ACCT1212
ACCT120 (Starting 1981 June - Ending 2006 August)	→	ACCT1212

You can select a different Department or Subject Area for either school:

Replacement Course

Replacement Course

School Name

Columbus State Community College

Department

MATH - MATHEMATICS

You can select a course by School/College

And get a list of courses that will transfer or 'replace' the course. (In this example are replacement courses for MATH 1148.)

Replacement Course

[Return to Search](#)

Matches for MATH1148 at Columbus State Community College, OH

Capital University, OH → Columbus State Community College, OH (4 miles from zip code 43215)

- MATH120 → MATH1148

Cedarville University, OH → Columbus State Community College, OH (45 miles from zip code 43215)

- GMTH1020 → MATH1148

Central Ohio Technical College, OH → Columbus State Community College, OH (31 miles from zip code 43215)

- MATH140 → MATH1148

Central State University, OH → Columbus State Community College, OH (49 miles from zip code 43215)

- MTH1750 → MATH1148

Cincinnati State Technical And Community College, OH → Columbus State Community College, OH (99 miles from zip code 43215)

- MAT121 → MATH1148
- MAT125 → MATH1148
- MAT151 → MATH1148

Course Bundles allow you the opportunity to create different groupings of courses for which you can identify equivalent transfer courses:

Course Bundles

Filter by bundle name

Transfer

Replacement

+ Create Transfer Bundle

Transfer Bundle name		Last updated	Created	Actions	
Common Gen Eds	12	2/15/17 11:15 AM	2/21/14 1:00 PM	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div></div>
Medical Terminology	2	3/6/14 8:50 AM	2/26/14 8:35 AM	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div></div>
AP Exams	13	3/6/14 8:51 AM	2/26/14 2:49 PM	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div></div>
Engineering Bundle	11	11/2/15 10:03 AM	3/12/14 9:39 AM	<div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>	<div></div>

Bundle Name

Common Gen Eds

Course List

Q Search for Matches

Courses

Standardized Exams

Military Credits

School Name

Taken

Fall

2014

Department

Columbus State Community College

CHEM1171	General Chemistry I	Fall '14	5	
ENGL1100	Composition I	Spring '14	3	
ENGL2367	Composition II	Fall '14	3	
MATH1148	College Algebra	Spring '14	4	
PSY1100	Introduction to Psychology	Spring '14	3	

45 Schools Found

Filter by school or city name

0% Match	Columbus State Community College ☆ Columbus, OH 1 mile away Public school School Profile	<div>my school</div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
100% Match	The Ohio State University ☆ Columbus, OH 3 miles away Public school School Profile	<div></div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
100% Match	Central Ohio Technical College ☆ Newark, OH 31 miles away Public school School Profile	<div></div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
100% Match	Marion Technical College ☆ Marion, OH 43 miles away Public school School Profile	<div></div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>
100% Match	Wright State University-Main Campus ☆ Dayton, OH 57 miles away Public school School Profile	<div></div> <div> <div></div> <div></div> <div></div> <div></div> <div></div> </div>

Wright State University-Main Campus ☆

5 Matches

The matches below indicate specific courses you may be able to transfer from to this institution. Matches may change depending on the transferred course. Matches may change depending on the transferred course.

Courses from:

Columbus State Community College


- CHEM1171 → CHM 1210L, CHM 1210
- ENGL1100 → ENG 1100
- ENGL2367 → ENG 2100
- MATH1148 → MTH 1280
- PSY1100 → PSY 1010

Selecting an institution in the list of matches provides the specific equivalency information.

Programs

Either from the Course Bundle functionality or from the 'Advising & Recruiting' navigation, you can run Degree Audit Reports for academic programs from Columbus State or from any other school that provides this option:

[View School Profile](#) ☆



3640 Colonel Glenn Highway
Dayton, OH 45435-0001

📍 Map 🌐 Web

☎ (937) 775-3333

Apply Courses to a Program

Distance:	57.2 mi.
School Type:	Public
Population:	15,657
Tuition	
In-state:	\$8,542
Out-of-state:	\$16,546

Wright State University ☆

[About](#) [Programs](#)

Enter Program Name All Program Types ▼

Accountancy - B.S.B.	Bachelor's Degree
Acting - B.F.A.	Bachelor's Degree
Acting - Musical Theater - B.F.A.	Bachelor's Degree
African & African American Studies - B.A.	Bachelor's Degree
Agriculture - A.T.S.	Associate's Degree
Agriculture - B.T.A.S.	Bachelor's Degree
Anthropology - B.A.	Bachelor's Degree

- 6) SOCIAL SCIENCE-
COMPLETE 2 COURSES FROM DIFFERENT DISCIPLINES

1 COURSE TAKEN

SP14 PSY 1010 3.0 TC Introduction to Psychology
CSCC : PSY 1100

NEEDS: 1 COURSE

SELECT FROM: ATH 2200={**ANTH 2201**} EC 2000 OR
EC 2040={**ECON 2200**} OR 2050={**ECON 2201**} OR 2100 OR
EC 2500 OR 2900 FIN 2050 PLS 2000
SOC 2000={**SOC 1101**} WMS 2000 SW 2720 UH 2020

- 7) NATURAL SCIENCE
COMPLETE ATH 2100 AND ONE ADDITIONAL COURSE

0 SETS TAKEN

FA14 CHM 1210 4.0 TCRP General Chemistry I
CSCC : CHEM 1171

FA14 CHM 1210L 0.0 TC>X General Chemistry I
CSCC : CHEM 1172

NEEDS: 2 CRSES/SETS

SELECT FROM: ATH 2100(R)={**ANTH 2200**} BIO 1050,
BIO 1070 CHM 1050,1060,1070 CS 1150 ESS
EES 1050,1070 PHY 1050L & 1050 ,1060L & 1060
SM 1010(FA12 OR AFTER)

Wright State University

Anthropology - B.A.

Do you want to view how courses from another school might apply to this program?

☐ No ☒ Yes

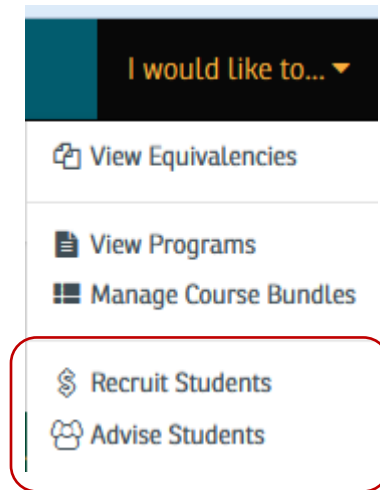
☒ Select a school from the included coursework:

Columbus State Community College ▼

Courses in the Course Bundle transfer and appear in the Audit as expected.

A course in brackets is the CSCC equivalent (ANTH 2200) of the Wright State course (ATH 2100) that can be used to fulfill this requirement (NATURAL SCIENCE)..

- Additional functionality
 - Recruit and Advise Students- track and respond to student inquiries about your institution, transfer courses, and/or academic programs. This functionality is available based on requested security role:



QUESTIONS? NEED ADDITIONAL INFORMATION?

Contact Sarah Lutz, Program Coordinator, Office of Curriculum Management;
slutz10@csc.edu; (614) 287-3277.