



Understanding Program Evaluation

What is Program Evaluation?

Program Evaluation is a powerful tool accessible from WebAdvisor you can use in planning your academic program. You can view and print requirements for your degree program and even explore other programs.

Program Evaluation will apply your completed coursework to your active degree program and will also allow you to see how your coursework applies to any other USD undergraduate program.

How do I access Program Evaluation?

Program Evaluation can be accessed 24 hours a day via WebAdvisor.

Can anyone access my Program Evaluation?

Only you and your advisor can access your evaluation. It is password protected. Your advisor's name appears on your evaluation.

What requirements appear on my Program Evaluation?

Your regental core, university core, degree and major requirements appear automatically on your evaluation. Use this in conjunction with your catalogue of graduation for academic planning. Second majors, minors and specializations do not automatically appear on your evaluation. You must declare those at one of the following sites:

Academic Advising Center

School of Education Student Services

School of Business Student Services Center

The codes will also be entered after you have applied for your official audit (80 hours for bachelor's degrees, second semester for associate degrees).

Do I need to visit with my advisor?

Yes. Program Evaluation shows the minimum amount of work required. Your advisor can help you determine what courses are available to fulfill your remaining requirements. In addition, advisors are knowledgeable about what is required for graduate programs and/or professional interests. You are not allowed to register until your advisor authorizes removal of the advising hold.

How do I read Program Evaluation?

Your evaluation may be several pages long. In order to help you understand the evaluation, please browse through the rest of this pamphlet.

How does a "what-if" statement work?

Through Program Evaluation, you can explore the many undergraduate programs USD offers. However, if you are changing your degree program, you must do so at the Academic Advising Center, the School of Education Student Services or the School of Business Student Services Center.

Student.....: Jane Doe (123456)
 Program.....: BA in Criminal Justice Studies (U.BA.CJUS) 1
 Catalog.....: 2002
 Ant Completion Date: 05/06 3
 Email Address.....: jdoe@usd.edu

Your academic advisor(s):
 Rock, Michael P

NOTE: If you have not declared a MINOR or a Double Major, this evaluation will not show any of the requirements for the minor or the double major.

You have currently declared:

Major: UCJUS 4

Minor:

Program Status: In Progress

	Current.....	Anticipated(*).....		Additional	Remaining
	Required	Earned	Remaining		
Institutional Credits:	32.00	103.00	0.00	16.00	0.00
Institutional GPA.....:	2.000	2.913	Met		
Credits:	128.00	103.00	25.00	16.00	9.00
GPA.....:	2.000	2.913	Met		

(*) Anticipates completion of in-progress and registered courses

Statuses: W=waived, C=Complete, I=In progress, N=Not started 5
 P=Pending completion of unfinished activity

I) 1: Core Requirements 6

Credits: 16

Complete all 3 subrequirements: 7

N) A: Oral Communication

> One of the following is required:

> SPCM 101: Fundamentals of Speech

> SPCM 215: Public Speaking

> SPCM 222: Argumentation and Debate.

_____ 3 credits needed

C) B: Natural Science

> A natural science sequence is required, for a minimum of
 > 6 hours.

Credits: 8

C) Group 13

Credits: 8

ESCI-101..... 1999FA D 4

ESCI-103..... 2000SP D 4

C) C: Mathematics

> Both of the following are required::

> Group 1: MATH 102 College Algebra 8

> Group 2: MATH 104 Finite Mathematics

C) Group 1

MATH-102..... 1998FA A 4

C) Group 2

MATH-104..... 1999SP A 4 9

I) 4: B.A. Arts & Science Gen Ed

Credits: 13

Complete all subrequirements:

C) E: Social Science

> A total of 12 credits from the social sciences is required.

Credits: 13

CJUS-201..... 1998FA A 3

SOC-100..... 1999SP B 3

AIS-101..... 1999FA B 4

CJUS-419..... 2003FA ___ (3) *IP 10

1 Declared program.

If running a "what-if" statement, the program must have a "U." in front of it to indicate that it is a University of South Dakota program.

2 Catalog used to set requirements.

3 Anticipated graduation date.

If you anticipate a different graduation date, please turn in a copy of the front page of your Program Evaluation with the new date marked in red to the Registrar's Office.

4 This section of the evaluation contains information about your advisor, your major and minor, completed credits and GPA.

5 Program Evaluation has two separate coding systems. The first system is listed at the beginning of the audit, and appears on the left side of your degree requirements. For example:

I=In progress

C=Complete

I) 1: Core Requirements (*requirements for this rule have been partially fulfilled*)

C) 1: Core Requirements (*requirements for this rule have been fulfilled*)

6 Requirement heading. Each requirement is separated by double lines (=====). In this example, "Core Requirements" is the title. All requirements include subrequirements.

7 Beginning of subrequirements. The first subrequirement is "A: Oral Communication." Subrequirements will be listed as A, B, C, etc., and will include descriptive titles. In this example, subrequirements B and C have been completed.

8 8 & 9 are interrelated "groups." The groups by 8 are preceded by a caret (>) and list what course or courses are required in that group.

9 The groups by 9 correspond with the group numbers by 8, and are preceded by codes described in #5 above. Groups under 9 list the courses the student has completed, including the semester, grade and credit hours. If the "group" has not been completed, there is a blank line followed by the number of credits, courses or subjects needed, like this:

_____ 3 credits needed

_____ More subjects needed

_____ 1 course needed

10 Program Evaluation has two separate coding systems. The second system is course-specific and is listed at the end of the audit, and appears on the right side of your requirements. In the example to the left, *IP stands for "In Progress."

I) 6: Criminal Justice Major
 Credits: 30
 GPA Achieved/Needed: 3 / 2
 Complete all 2 subrequirements:

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- I) A: Major Core
 > Group 1: CJUS 201 Intro to Criminal Justice
 > Group 2: CJUS 351 Criminology
 > Group 3: CJUS 367 Research Methods
 > Group 4: CJUS 431 Criminal Law
 > Group 5: CJUS 433 Criminal Procedure
 Credits: 12

- C) Group 1
 CJUS-201..... 1998FA A 3
 C) Group 2
 CJUS-250..... 1999FA B 3
 C) Group 3
 CJUS-367..... 2001FA C 3
 N) Group 4
 CJUS-431 _____ 1 course needed
 C) Group 5
 CJUS-433..... 2000SP C 3

P) C: Minimum Hours
 > A minimum of 30 hours is required for the criminal justice
 > major.
 Credits: 30

- CJUS-201..... 1998FA A 3
 CJUS-250..... 1999FA B 3
 CJUS-454..... 2000SP B 3
 CJUS-433..... 2000SP C 3
 CJUS-202..... 2001SP C 3
 CJUS-367..... 2001FA C 3
 CJUS-416..... 2002FA B 3
 CJUS-334..... 2002FA A 3
 CJUS-425..... 2003SP A 3
 CJUS-419..... 2003FA ___ (3) *IP

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OTHER COURSES:		Registered Credits	Earned Credits
MATH-PA0A.....12/01/98		0.00	0.00 *NE
A&S-198..... 1998FA	A	1.00	1.00
MATH-100T..... 1999SP	B	4.00	4.00 *TE
ADAS-116..... 1999SP	A	3.00	3.00
PSYC-101..... 2001SP	B	3.00	3.00
SOC-150..... 2001FA	B	3.00	3.00
PSYC-167..... 2002SP	A	3.00	3.00
POLS-100..... 2003SP	B	3.00	3.00
SOCW-200..... 2004SP		3.00	(3.00) *PR

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NOTES

- *IP In Progress
- *PR Preregistered - The course has not yet started
- *U Used! - has already been used elsewhere
- *G Grade - course failed minimum grade requirement

(All requirements listed in this evaluation are examples of requirements. Your requirements will be listed on your program evaluation, but may not be entirely represented in this brochure.)

11 If the requirement includes a distinct grade point average, it will be listed before the subrequirements. In this example, the student is required to have minimum major GPA of 2.0, and has earned a major GPA of 3.0. Students who have not yet complete courses within a requirement will have a “0” GPA.

12 Program Evaluation includes and assumes successful completion of all courses for which you are registered.

13 Courses marked *NE are non-course equivalencies. Placement tests, such as those required for entry into Math and English, appear as non-course equivalencies on your evaluation.

14 Transfer Courses.
 When you transfer to USD, a Registration Officer performs an initial evaluation of your transfer credits and enters them into your record. The evaluation of transfer credit by the officer is performed according to established directives of academic chairs, deans and vice presidents. The officer does not have the authority to make his or her own decisions regarding transfer credits.

Most courses from regional accredited institutions have already been evaluated by the academics and are tied to established equivalencies.

However, some courses have not, and so appear as electives on your Program Evaluation. Those courses appear with a “T” beside the course number, like this:

MATH-100T

If you have a transfer course that you believe is equivalent to a USD course, you may pick up a “Transfer Equivalency” form at the Registrar’s Office or download it from the Academic Advising Center’s website at:

www.usd.edu/advising/Transfer.htm

If the course is not equivalent, but you wish to substitute it for a requirement, you may petition the chair of the department for that purpose. Depending on the requirement, the chair may need to submit the petition to the dean and vice president.