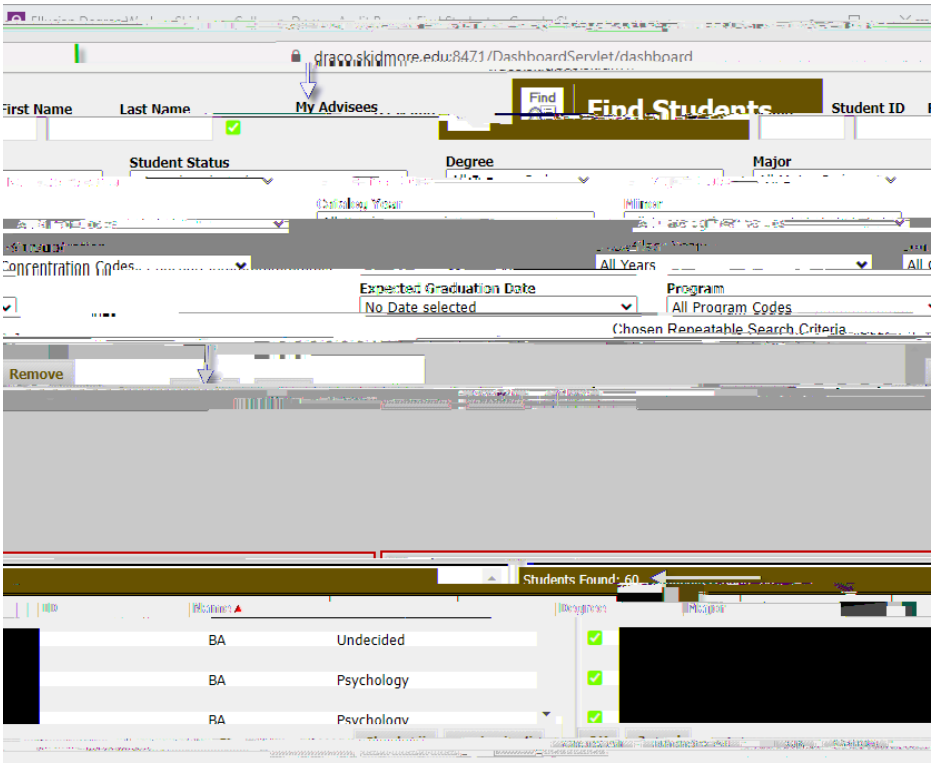
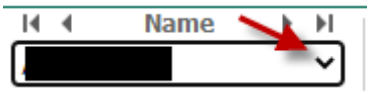
- Check the á é box.
- Hit á é or click á é.
- Your current áactiveú advisees' names will appear at the bottom of the screen.
- If you wish to view ALL your advisees, click á é, else click á é and then check the box next to the appropriate advisees and click á é.



- The á é will display the first advisee's audit. To see the list of advisees click on the drop down arrow in the á eé box. Select the appropriate advisee in the list and that audit will display.



- Click on the drop down arrow in two or more of the áfilteré options.
- In the áChosen Repeatable Search Criteriaé the filter options selected will display áall except Student status).

Navigating using the Student System tile will bring you to the Student System applications' Welcome page. From here you will need to navigate to the á block é where you can search for a specific advisee and á é or á é.

1. From OKTA, select the é tile.
2. Select á é.
3. Select á é.
4. : select the appropriate term.

51 0 0 1 144.55 547.42 Tm0 G[illegible]05E4811E016F011E0110>9819A>5800030s19A>5800030s19A/F2 11 Tf1 0 0 1 126.5

Degree audits are individualized, printable PDF's displaying courses taken, transfer credits, courses still needed to complete a requirement(s), and courses in-progress. Audits may be viewed in two different formats.

Student View: provides a complete and detailed audit of the students' academic record ódefault at login).

Registration Checklist: provides only the courses still needed to meet degree requirements.

To change the Format audit type click on the drop down arrow.

Blocks that follow the Degree Requirements (in order):