



## Requesting a What If Audit



uaadvisor  
Default

Select your style: ● ●

[Notifications](#)
[Students](#)
[Roadmaps](#)
[Batch](#)

Home



- Select Students (Select the icon)

[Notifications](#)
[Students](#)
[Roadmaps](#)
[Batch](#)

### Student Search

Enter Student ID

Student ID

Submit

Search by Student Name

First Name

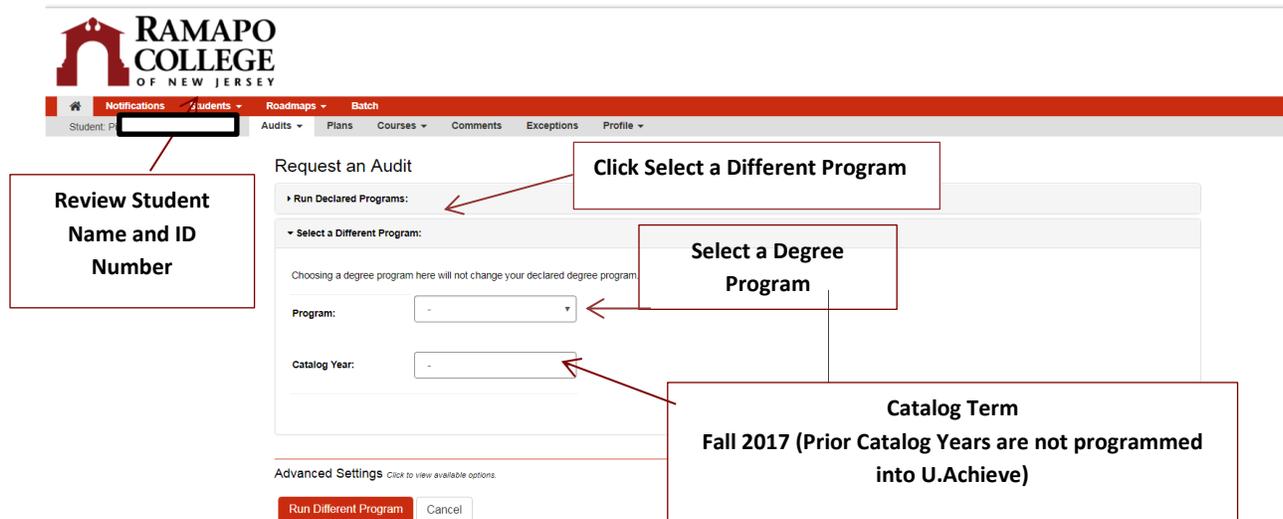
Last Name

Search

- Enter a Students Ramapo ID Number or Search by Student Name
  - Entering the Student's Ramapo ID Number
    - Example: R00123456 (Must enter Capital Letter "R")
    - Click Submit
  - Search by Student's Name (Not Recommended Search)
    - Enter Student's First Name
    - Enter Student's Last Name
    - Click Search
    - All students with this name will appear on the screen
    - Click next to the name you want to select

## What If Options

- Click Select a Different Program on drop down menu



**Request an Audit**

Review Student Name and ID Number

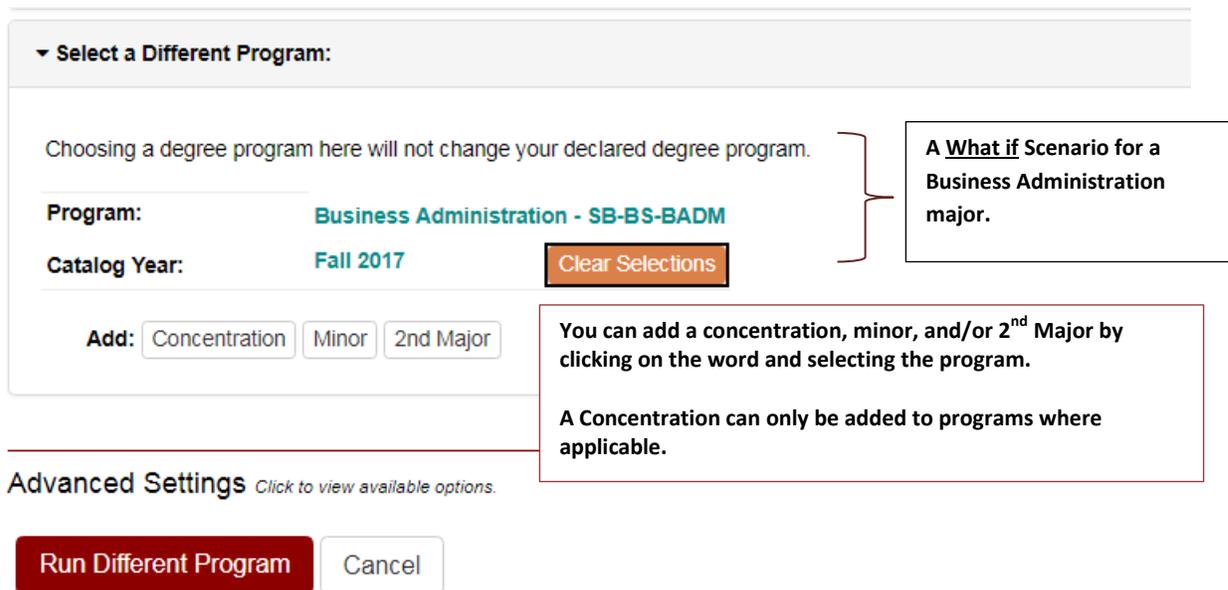
Click Select a Different Program

Select a Degree Program

Catalog Term Fall 2017 (Prior Catalog Years are not programmed into U.Achieve)

Run Different Program Cancel

- Once the first program and catalog year have been chosen you will be given the option to select additional programs (Majors, Minors, and Concentrations)
  - A Maximum of 3 Concentrations per Major can be added (if applicable)
  - A Maximum of 3 Minors can be added to a student's record
  - A Maximum of 3 Majors can be added to a student's record
- Please review the college catalog for a list of programs and concentrations.



**Select a Different Program:**

Choosing a degree program here will not change your declared degree program.

Program: **Business Administration - SB-BS-BADM**

Catalog Year: **Fall 2017**

Clear Selections

Add: Concentration Minor 2nd Major

A What if Scenario for a Business Administration major.

You can add a concentration, minor, and/or 2<sup>nd</sup> Major by clicking on the word and selecting the program.  
A Concentration can only be added to programs where applicable.

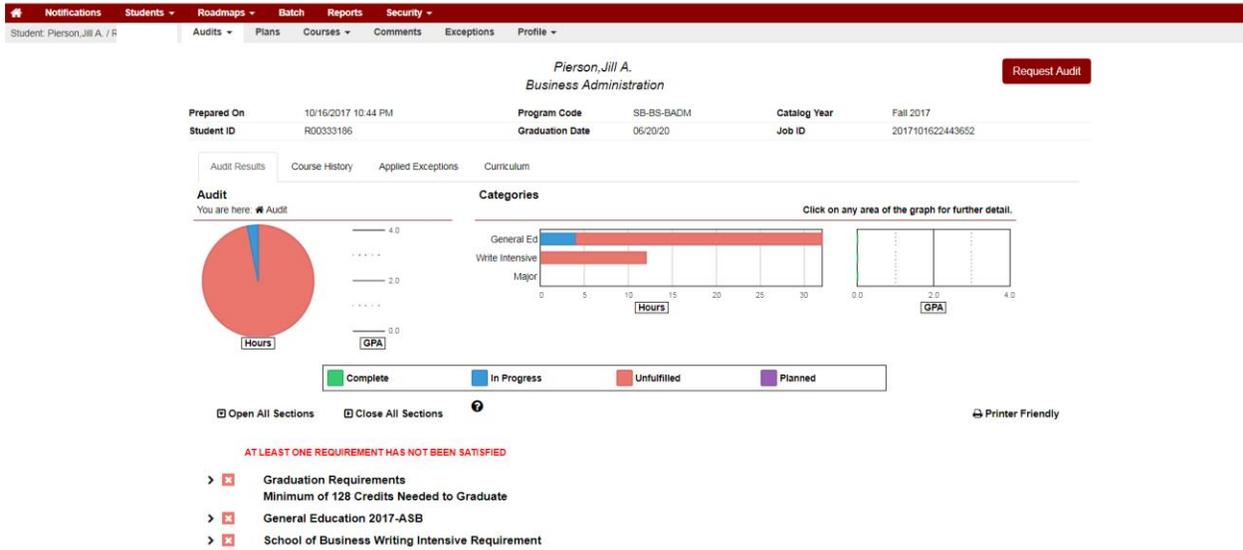
Advanced Settings *Click to view available options.*

Run Different Program Cancel

**Run Different Program**

- Click Run Different Program

If successful, the audit should appear



The screenshot shows the audit system interface for student Pierson, Jill A. The page includes a navigation menu at the top with options like Notifications, Students, Roadmaps, Batch, Reports, and Security. Below the menu, the student's name and program (Business Administration) are displayed. A 'Request Audit' button is visible in the top right. The main content area shows audit details, including 'Prepared On' (10/16/2017 10:44 PM), 'Program Code' (SB-BS-BADM), 'Catalog Year' (Fall 2017), 'Student ID' (R00333196), 'Graduation Date' (06/20/20), and 'Job ID' (2017101622443652). There are tabs for 'Audit Results', 'Course History', 'Applied Exceptions', and 'Curriculum'. The 'Audit Results' tab is active, showing a pie chart for 'Hours' and a bar chart for 'GPA'. A legend indicates the status of requirements: Complete (green), In Progress (blue), Unfulfilled (red), and Planned (purple). A warning message states 'AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED' and lists three unfulfilled requirements: Graduation Requirements (Minimum of 128 Credits Needed to Graduate), General Education 2017-ASB, and School of Business Writing Intensive Requirement.

## Printing the Audit

- Click Printer Friendly Located Near the Graphs
- The graphs will not print. Only the audit text is printed

 **Printer Friendly**