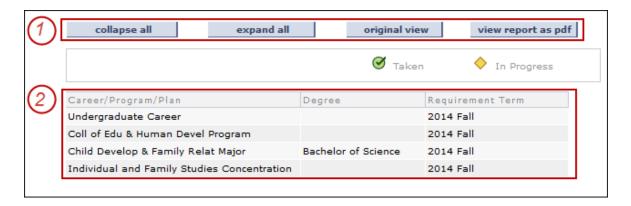
Reading the Degree Progress Report (DPR)

1. Four buttons near the top provide display options

<u>Collapse all:</u> Closes all the requirements within the report regardless of their status <u>Expand all:</u> Opens all the requirements within the report regardless of their status <u>Original view:</u> Returns the report to its original display format <u>View report as pdf:</u> Opens the report in a new window in pdf format. Shows all the requirements as well as the courses the student has taken to satisfy the requirement

2. College (Program), and Major, any Minors (Plans), Concentrations (Sub-plans) the student has declared are displayed



Each requirement area has a blue bar. The University requirements are listed first in the report. When the blue bar for an area is displayed initially as collapsed, that's an indication that the requirement has been satisfied. To open a collapsed area, select the green triangle to the right of the area description.



 The example above shows two requirements that are both satisfied. The General Education Quantitative Literacy Requirement information is collapsed. Upon opening the General

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Education Ethics Requirement, the details of the requirement are displayed along with the "Satisfied" status.

If a requirement is not satisfied, the section is not collapsed and shows the details of the requirement. The specific requirements not met will be labeled "Not Satisfied."



• The example above shows the remaining requirement is "II. Genetics". The student needs to take either BIO 462 or BIO 350. One can also click on the link "View Course List" to see all of the courses that would satisfy the requirement.

Each requirement also has an "RG" number and an "RQ" number (See example above)

- The "RG" number is the Requirement Group number. In this case the RG# is 8278 and includes
 all of the requirements within that group (I. Cell and Molecular Biology, II. Genetics, III.
 Physiology, IV. Biodiversity and Evolution, and the Capstone requirement).
- The "RQ" number is the Requirement number. This group has two requirement numbers:
 - o 5010: Cell and Molecular Biology, Genetics, Physiology, and Biodiversity and Evolution
 - o 4999: Capstone requirement

To request a substitution or a waiver for a requirement for a student, the **Degree Progress Student Exception Form** must be completed and the Requirement Group/Requirement numbers must be provided. **The Degree Progress Student Exception** form is available on the Office of Student Records' website.

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