

Degree Works Worksheets

Introduction

Degree Works is an advising tool that can assist students and their advisors with understanding program requirements, creating a plan to complete a program in a timely manner, and tracking progress toward degree completion.

The **Worksheets** tab of Degree Works includes a **degree audit** (academic audit) for a student's currently declared program(s). A What-If audit can also be run for any other program a student might be considering and allows the student or advisor to see how their coursework would be applied toward the new program.

A student's USI courses and any transfer credits are included in their audit, and the audit indicates whether requirements are complete, complete with in progress coursework, or not complete. Unmet requirements list the acceptable courses from which to select. Each course ID is an active link that provides course information such as the course description, any prerequisites, and sections being offered in upcoming terms.

Requirements for all credentials formally awarded by the University are found in Degree Works, including microcredentials, certificates, post-baccalaureate certificates, and post-master's certificates, plus associate, baccalaureate, master's, and doctoral degrees.

The Registrar's Office uses Degree Works during the graduation review process to confirm that a student has met all degree requirements and is eligible to be awarded a degree/credential.

Degree Works **Plans** allow either a student or their academic advisor to develop a semester-by-semester sequence of courses to complete all requirements in the student's declared program. Refer to the [Degree Works Plans tutorial](#) for more information about Plans.

Additional features found throughout Degree Works are outlined in the pages below.

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Who is eligible to use Degree Works?

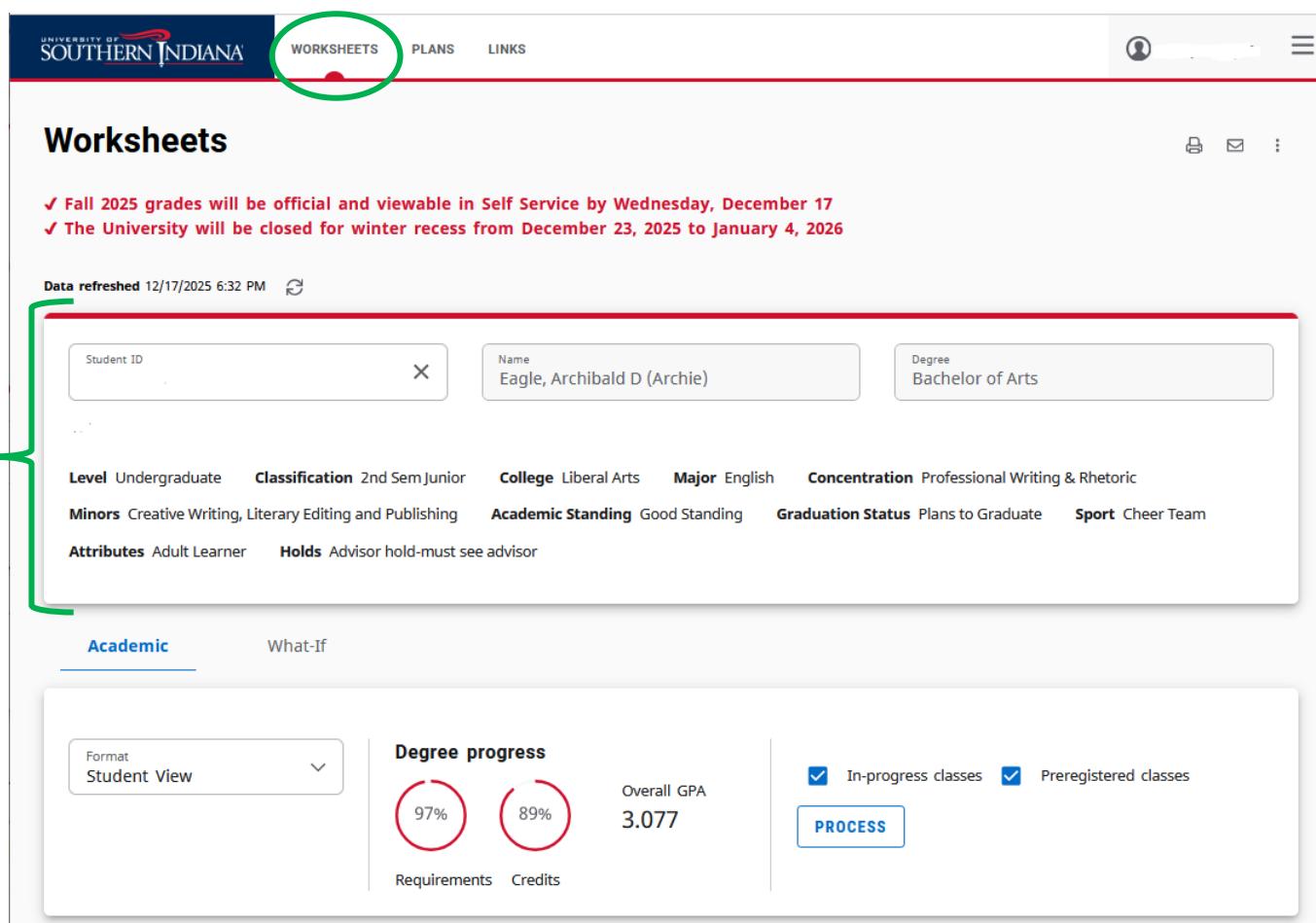
Admitted undergraduate students are eligible to use Degree Works if their first term at USI was Summer 2006 or later. Admitted graduate students are eligible to use Degree Works if their first graduate term at USI was Summer 2013 or later.

Students who started before these terms will work with their academic advisor to track their progress toward degree completion (likely by using a spreadsheet version of a check sheet listing all degree requirements).

Accessing Degree Works

Students and faculty/advisors access Degree Works by logging into [myUSI](#). A shortcut to Degree Works can be found on the myUSI dashboard, or a link can be found under the Students menu after opening Self Service (Faculty can access a student's Degree Works record via a link under Advising Student Profile).

Once logged into Degree Works, the default view is the **Worksheets** tab. An Academic Audit (audit) for the student's currently declared program(s) will be displayed.



Student header

WORKSHEETS PLANS LINKS

Worksheets

✓ Fall 2025 grades will be official and viewable in Self Service by Wednesday, December 17
✓ The University will be closed for winter recess from December 23, 2025 to January 4, 2026

Data refreshed 12/17/2025 6:32 PM

Student ID	Name Eagle, Archibald D (Archie)	Degree Bachelor of Arts		
Level Undergraduate	Classification 2nd SemJunior	College Liberal Arts	Major English	Concentration Professional Writing & Rhetoric
Minors Creative Writing, Literary Editing and Publishing	Academic Standing Good Standing	Graduation Status Plans to Graduate	Sport Cheer Team	
Attributes Adult Learner	Holds Advisor hold-must see advisor			

Academic What-If

Format Student View

Degree progress
97% Requirements 89% Credits

Overall GPA 3.077

In-progress classes Preregistered classes

PROCESS



Some functions may be limited depending on the user's role, and certain actions cannot be performed by students. For example, only an advisor can add a note to a student's worksheet.

Sections of a degree audit

A degree audit is divided into sections (blocks), including:

- **Student header** – information about the student, including their declared program, academic standing, holds, overall (cumulative) GPA, and more. Degree progress graphics provide a visual representation of progress toward degree completion.
- **Degree** – University requirements for the degree, such as total hours, upper-level hours, hours in residence, minimum cumulative GPA, etc.
- **Core 39** – for undergraduate degrees; shows Core 39 requirements and may include program-specific Core 39 requirements.
- **Major(s), Concentration(s), and Minor(s)** – requirements for various academic programs.

Other blocks may be included in an audit, based on the student's academic records:

- **General Electives** – Coursework not applied to a specific area of the program (Core 39, major/concentration, minor). Hours DO count toward graduation.
- **Insufficient** – withdrawn coursework, grades below the minimum required for a program or requirement, no-transfer credit, etc.
- **In-progress** – All currently enrolled coursework (current and future terms).
- **Not counted** – Developmental coursework, credit that exceeds allowed course limits, etc.
- **Exceptions** – A summary of any exceptions that have been made to the student's audit.
- **Notes** – Any informational notes an advisor has added to the student's audit.



If desired, click Collapse all (or Expand all) to collapse (or expand) all blocks in the audit.

Academic What-If

Format: Student View

Degree progress

97%	87%
Requirements	Credits

Overall GPA: 3.077

In-progress classes Preregistered classes

PROCESS

Audit date: 12/19/2025 8:57 PM

Expand/Collapse all blocks  **Collapse all**

Degree in Bachelor of Arts INCOMPLETE

Credits required: 120 Credits applied: 104 Bulletin term: SPRING 2022

120 credits are required **Still needed:** 120 credits are required. You currently have 104, you still need 16 more credits.

A collapsed block will show only the block header information (block name, credits, bulletin term, etc.) and the block status (incomplete, complete, in progress).

Degree in Bachelor of Arts

INCOMPLETE

Credits required: 120 Credits applied: 104 Bulletin term: SPRING 2022

block header

Modern and Classical Language Proficiency

COMPLETE

Credits required: 12 Credits applied: 12 Bulletin term: SPRING 2022

block status

Core 39

COMPLETE

Credits required: 38 Credits applied: 44 Bulletin term: SPRING 2022

▼

Bachelor of Arts Skills Requirement

COMPLETE

Credits required: 13 Credits applied: 13 Bulletin term: SPRING 2022

example of a collapsed block

Click anywhere on the block header of a collapsed block to expand the block and show its requirements and coursework.

Bachelor of Arts Skills Requirement

COMPLETE

Credits required: 13 Credits applied: 13 Bulletin term: SPRING 2022

example of an expanded block

Course	Title	Grade	Credits	Term	Repeat
NOTE: With the exception of World Languages courses (ARAB, CHIN, FREN, GERM, JPN, LATN, SPAN), courses used to satisfy the Bachelor of Arts Skills requirements must have a different prefix than any course used to satisfy the Ways of Knowing requirements.					
☐ WORLD LANGUAGES					
☐ Japanese					
	JPN 101.	Beginning Japanese I	A	3	Fall 2022
	JPN 102.	Beginning Japanese II	A	3	Spring 2024
	JPN 203.	Intermediate Japanese I	A	3	Fall 2024
☐ NATURAL SCIENCE & LAB REQUIREMENT					
☐ 1 Natural Science Course with Lab					
	GEOL 151.	Geology of America's Natl Prks	C	4	Fall 2023

Information found in an audit

Icons beside each requirement found in the audit indicate the completion status of the requirement.

Degree in Bachelor of Arts INCOMPLETE

Credits required: 120 Credits applied: 104 Bulletin term: SPRING 2022

○	120 credits are required	Still needed:	120 credits are required. You currently have 104, you still need 16 more credits.
○	39 credits in Upper-level coursework		
○	A minimum of 30 credits must be taken at USI		
○	You meet the minimum 2.0 GPA requirement		NOTE: To be eligible for commencement honors or graduation honors, students must have a minimum USI cumulative GPA of 3.600 AND a minimum of 60 credit hours taken at USI (completed + enrolled hours for commencement honors, completed hours for graduation honors). Click here to review all requirements for commencement honors and graduation honors.
○	Modern and Classical Language Proficiency		

A legend at the end of the audit indicates what each icon means.

Legend	
○	Complete
○	Complete (with classes in-progress)
▢	Prerequisite
(R)	Repeat class
○	Not complete
○	Nearly complete - see advisor
@	Any course prefix or number

Both USI coursework and any transfer coursework are included in the audit.

Core 39 COMPLETE

Credits required: 38 Credits applied: 44 Bulletin term: SPRING 2022

	Course	Title	Grade	Credits	Term	Repeat
○	FOUNDATION SKILLS					
○	Composition I	ENG 101. Rhet&Comp I:Literacy/Self	TA	3	Spring 2021	
		Transfer ID: ENGL111 - Transferred Course - Ivy Tech Comm Coll-Evansville				
○	Composition II	ENG 201. Rhet&Comp II:Literacy/World	B+	3	Spring 2022	
	USI course					
○	Communication	CMST 107. Intro Interpersonal Comm	B+	3	Fall 2022	
○	Mathematics	MATH 114. Quantitative Reasoning	TA	3	Spring 2021	
	transfer course	Transfer ID: MATH123 - Transferred Course - Ivy Tech Comm Coll-Evansville				

transfer
course
details

If a requirement is not complete, valid course option(s) will be listed.

Minor in Creative Writing INCOMPLETE						
Credits required: 18 Credits applied: 6 Bulletin term: SPRING 2025 GPA: 4.000						
Unmet conditions for this set of requirements: 18 credits are required. You currently have 6, you still need 12 more credits.						
	Course	Title	Grade	Credits	Term	Repeat
<input checked="" type="checkbox"/>	Creative Writing	ENG 302.	Creative Writing	A	3	Fall 2025
<input type="radio"/>	Advanced Creative Writing	Still needed: 1 Class in ENG 402.				
<input type="radio"/>	The Writer at Work	Still needed: 1 Class in ENG 491.				
<input type="radio"/>	Creative Writing Electives	Still needed: 2 Classes in ENG 303. or 304. or 305. or 361. or 399. or 459.				
<input type="radio"/>	Literature Elective	ENG 265.	Intro to American Lit Hist	IP	(3)	Spring 2026



- A clipboard icon displayed after a course ID indicates the course has a pre-requisite. 
- Click on a blue course ID (an active link) to see course information such as the course description, any pre-requisites, future sections begin offered, etc.

Course Information

ENG 305. - 3 Credits - Creative Non-Fiction Workshop

A course in which students will hone critical skills and polish their prose in the literary essay. Use only once in ENG majors/minors; for graduation, may be taken three times.

Prerequisites:
[ENG 302.](#) with a minimum grade of D

Sections:

Term	CRN	Section	Seats open	Title	Meeting times
Spring 2026	10987	001	6 (out of 15)	Creative Non-Fiction Workshop	Tu Th 09:00am - 10:15am

In-progress coursework for which credit has not yet been earned will be listed with an IP grade and the credit hours in parentheses.

Minor in Creative Writing						
Credits required: 18 Credits applied: 6 Bulletin term: SPRING 2025 GPA: 4.000						
Unmet conditions for this set of requirements: 18 credits are required. You currently have 6, you still need 12 more credits.						
	Course	Title	Grade	Credits	Term	Repeat
<input checked="" type="checkbox"/>	Creative Writing	ENG 302.	Creative Writing	A	3	Fall 2025
<input type="radio"/>	Advanced Creative Writing	Still needed: 1 Class in ENG 402.				
<input type="radio"/>	The Writer at Work	Still needed: 1 Class in ENG 491.				
<input type="radio"/>	Creative Writing Electives	Still needed: 2 Classes in ENG 303. or 304. or 305. or 361. or 399. or 459.				
<input type="radio"/>	Literature Elective	ENG 265.	Intro to American Lit Hist	IP	(3)	Spring 2026

Courses that have been repeated/are being repeated will include a repeat indicator (R).

Insufficient					
Course		Title	Grade	Credits	Term
ANTH 131.		Intro to Physical Anthropology	F	0	Spring 2024
COMM 494.		Mass Communicatn Law	D+	0	Fall 2023
GEOL 161.		Introduction to Geology	F	0	Fall 2024
MATH 114.		Quantitative Reasoning	F	0	Fall 2023
WLC 155.		Cultural Awareness	F	0	Fall 2025

Format for course IDs



- Courses with **-EL** at the end of the course number indicate transfer elective credit, awarded in the subject at the level specified. For example:

SPAN 1-EL	100-level Spanish elective
NURS 2-EL	200-level Nursing elective
HIST 3-EL	300-level History elective

- If a requirement is not complete, valid course option(s) may include the **@** symbol as a **wildcard** for either the discipline/prefix, all/part of the course number, or both. For example:

BIOL @	BIOL prefix, any course number
HP 3@	HP prefix, any 300-level course number
MKTG 3@ or MKTG 4@	MKTG prefix, any 300- or 400-level course number
@@	any prefix, any course number

Multiple degrees

If a student is seeking more than one degree (such as an associate and a bachelor's, a certificate and a bachelor's, etc.), the Degree field will provide a drop-down list. This allows you to switch between audits for the different degree types.

X Select Student Degree Bachelor of Science

[Advanced search](#)

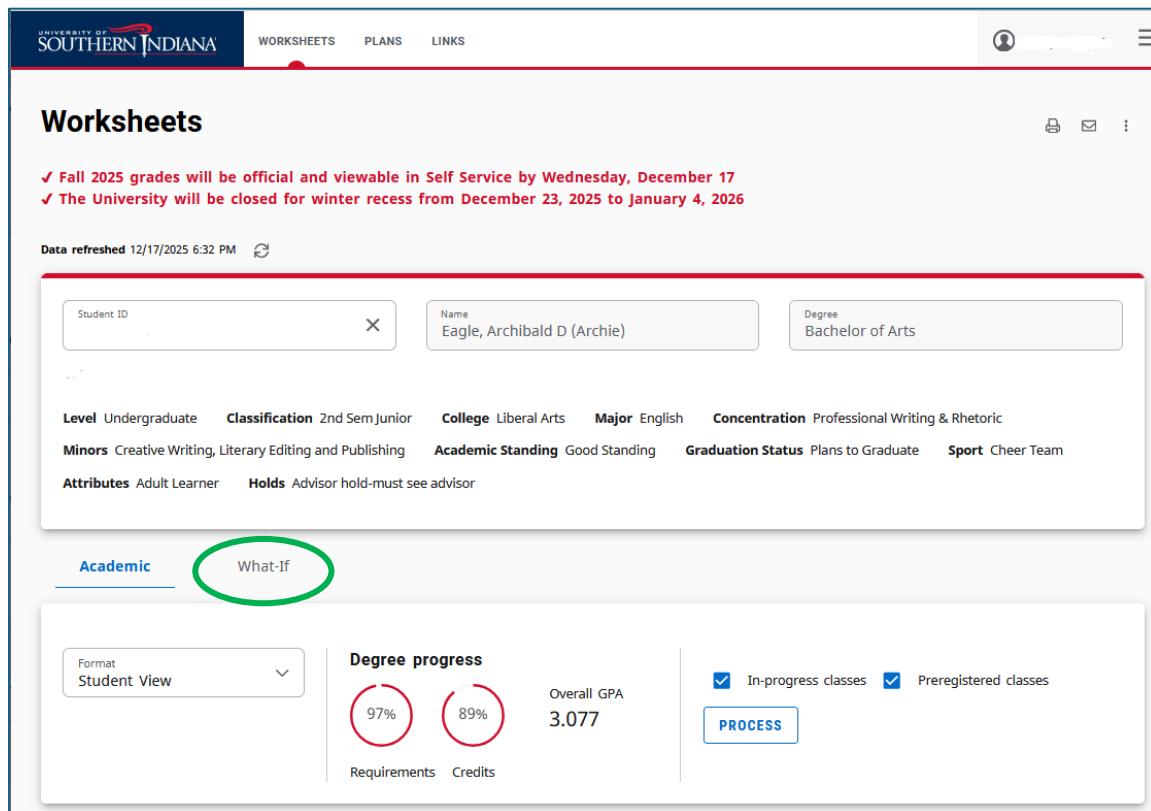
Level	Undergraduate	Classification	2nd Sem Senior	College	Business	Major	Finance	Ac	Certificate
Graduation Status	First College Review	Sport	none	Attributes	none	Holds	none		

If a student is only seeking one degree type, the name of the degree listed in the Degree field will be grayed out and there will not be a drop-down list.

What-If audit

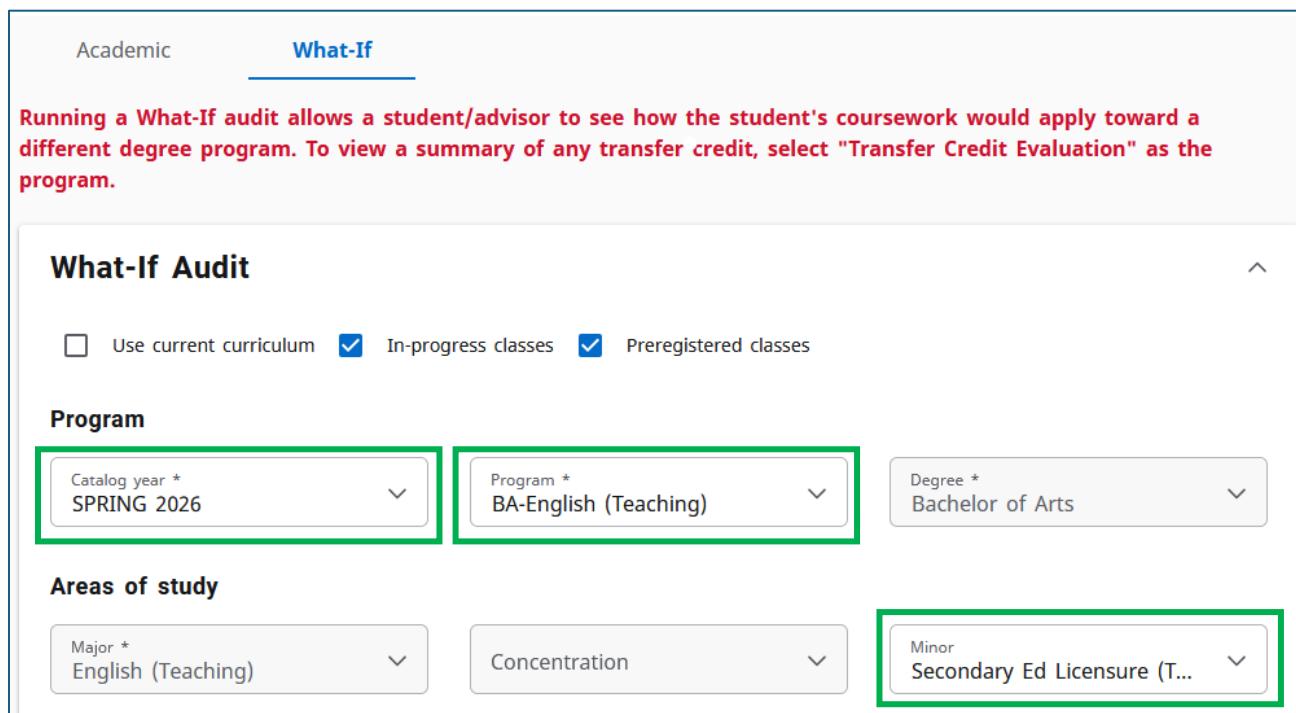
If a student is considering changing their academic program (changing their major, adding a second major or a minor, changing from a BS to a BA, etc.), running a What-If audit allows the student or advisor to see how their coursework would be applied toward the new program.

To run a What-If audit, click the What-If tab found below the student header.



The screenshot shows the 'Worksheets' section of the University of Southern Indiana website. At the top, there are tabs for 'WORKSHEETS', 'PLANS', and 'LINKS'. Below the tabs, a message states: 'Fall 2025 grades will be official and viewable in Self Service by Wednesday, December 17' and 'The University will be closed for winter recess from December 23, 2025 to January 4, 2026'. A note indicates 'Data refreshed 12/17/2025 6:32 PM'. The student information section includes fields for 'Student ID' (with an 'X' button), 'Name' (Eagle, Archibald D (Archie)), and 'Degree' (Bachelor of Arts). Below this, various student details are listed: Level (Undergraduate), Classification (2nd Sem Junior), College (Liberal Arts), Major (English), Concentration (Professional Writing & Rhetoric), Minors (Creative Writing, Literary Editing and Publishing), Academic Standing (Good Standing), Graduation Status (Plans to Graduate), and Sport (Cheer Team). Under 'Attributes', it shows Adult Learner and Holds (Advisor hold-must see advisor). The 'What-If' tab is highlighted with a green oval. The 'Degree progress' section shows two circles: one at 97% and another at 89%. The overall GPA is 3.077. There are checkboxes for 'In-progress classes' and 'Preregistered classes', and a 'PROCESS' button.

Use the drop-down fields to select the desired curriculum for the what-if audit (bulletin term, program, etc.).



The screenshot shows the 'What-If Audit' configuration page. At the top, there are tabs for 'Academic' and 'What-If'. A note states: 'Running a What-If audit allows a student/advisor to see how the student's coursework would apply toward a different degree program. To view a summary of any transfer credit, select "Transfer Credit Evaluation" as the program.' The 'What-If' tab is selected. Below, there is a 'What-If Audit' section with checkboxes for 'Use current curriculum' (unchecked), 'In-progress classes' (checked), and 'Preregistered classes' (checked). The 'Program' section includes a 'Catalog year *' dropdown (SPRING 2026), a 'Program *' dropdown (BA-English (Teaching)), and a 'Degree *' dropdown (Bachelor of Arts). The 'Areas of study' section includes a 'Major *' dropdown (English (Teaching)), a 'Concentration' dropdown, and a 'Minor' dropdown (Secondary Ed Licensure (T...)).



- If the selected program does not include concentrations, the Concentration drop-down will be grayed out (not available).
- If the program requires the selection of a concentration, the Concentration* drop-down will include a list of valid concentrations from which a value must be selected (*required).

To add a second major or additional minor(s) to the what-if audit, click on “Additional areas of study” to expand the section, then click the plus (+) button to generate additional drop-down fields. Select the additional area(s) of study then click the ADD button.

Additional areas of study

Degree * Bachelor of Arts

Major

Concentration

Minor Creative Writing

CANCEL ADD

If additional areas of study should be included, click the plus (+) button again and repeat as needed.

Additional areas of study

Degree: Bachelor of Arts Minor: Creative Writing

+

NOTE: any additional areas of study added to the what-if audit will use the same bulletin term selected for the primary program.

When all what-if criteria have been selected (program, additional areas of study, future classes), click the PROCESS button at the bottom of the page to run the what-if audit. **PROCESS**



A What-if audit does not affect the student’s currently declared program. The student must submit a [Change of Academic Program form](#) to officially change their major, minor, concentration, or degree type, or a [Change of Academic Bulletin form](#) to change their bulletin term.

Future classes

When running a what-if audit, you have the option to add any classes the student may PLAN to take in the future to see how they would apply toward the program. This feature is useful in preparation for Priority Registration (before a student enrolls in future coursework). *This does not register students for classes.*

To run a what-if audit for the student's *currently declared* curriculum and add future classes, check the box beside "use current curriculum." The drop-down fields for bulletin term, program, concentration, etc. will be hidden, but future classes can still be added.

What-If Audit

Use current curriculum In-progress classes Preregistered classes

Future classes - add any classes you may PLAN to take in the future to see how they apply toward the program. Include the period or L after the course number (ex: MATH 114. or PHYS 175L)

Subject Number **ADD**

Enter a course subject and course number, then click the ADD button. Repeat as many times as needed. Each time you click ADD, the course(s) will become listed underneath.



- The course subject field is the prefix/abbreviation for the USI discipline (2 to 4 letters long).
- The course number field must include the period (or L or X) at the end of the 3-digit number.

Future classes - add any classes you may PLAN to take in the future to see how they apply toward the program. Include the period or L after the course number (ex: MATH 114. or PHYS 175L)

Subject PHYS Number 175L **ADD**

MATH 230. X PHYS 175. X

When all future classes have been selected, click the PROCESS button at the bottom of the page to run the what-if audit. **PROCESS** The what-if audit will be displayed for review

Any coursework added as future classes will be listed with a grade of PLAN and Planned Term for the term.

Mathematics	MATH 230.	Calculus I	PLAN	(4)	Planned Term
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To revise any criteria (program, additional areas of study, future classes) and run a new what-if audit, click on What-If Audit (or the arrow) to expand the section, make any changes, then click the PROCESS button.

Academic **What-If**

Running a What-If audit allows a student/advisor to see how the student's coursework would apply toward a different degree program. To view a summary of any transfer credit, select "Transfer Credit Evaluation" as the program.

What-If Audit ← → ▾

Transfer Credit Evaluation

Any transfer credit (or PLA credit) awarded to the student will appear throughout their academic audit and applied toward the requirements/blocks, where applicable. To view a summary of a student's transfer coursework (but no Core 39 blocks, major block, etc.), run a What-If audit and select "Transfer Credit Evaluation" from the Program list.

 After clicking in the Program field, type the first letter of the program (T) to quickly jump to that part of the drop-down list instead of using the scroll bar.

What-If Audit

Use current curriculum In-progress classes Preregistered classes

Program

Catalog year * FALL 2025

Program * Transfer Credit Evaluation

Degree * Unspecified

Areas of study

Major * Unspecified

Concentration

Minor

Click the **PROCESS** button at the bottom of the page to run the what-if audit for Transfer Credit Evaluation. If the student has any transfer credit, the Transfer Credit Evaluation what-if audit will provide a summary of the total number of transfer credits applied.

Transfer Credit Evaluation SEE ADVISOR

Credits required: 999 Credits applied: 64 Bulletin term: SPRING 2026

Unmet conditions for this set of requirements:

2-Year Institutions
4-Year Institutions

Blocks included in this block

Transfer Credit: 2-Year Institutions
Transfer Credit: 4-Year Institutions

Any transfer credit will be grouped into one of three categories. The Transfer Credit Evaluation what-if audit will include a block for each type of transfer credit found on the student's academic record.

- Special Credit (AP, CLEP, military credit, etc.)
- Transfer Credit from 2-Year Institutions
- Transfer Credit from 4-Year Institutions

Transfer Credit: Special Credit INCOMPLETE

Credits required: 999 Credits applied: 3 Bulletin term: FALL 2025

Unmet conditions for this set of requirements: You currently have 3 hours of applicable special credit

Course	Title	Grade	Credits	Term	Repeat
○ Special Credit	ENG 105.	Intro to Literature: TOPICS	TSC	3	Spring 2024

Transfer ID: LIT4 - AP-English Literature & Comp - Advanced Placement

Transfer Credit: 2-Year Institutions INCOMPLETE

Credits required: 999 Credits applied: 6 Bulletin term: SPRING 2026

Unmet conditions for this set of requirements: You currently have 6 hours of applicable 2-year credit

Course	Title	Grade	Credits	Term	Repeat
○ 2-year institutions	CMST 101.	Intro to Public Speaking	TA	3	First Summer 2024

Transfer ID: COM181 - Transferred Course - Henderson Comm Coll

ENG 105.	Intro to Literature: TOPICS	TA	3	First Summer 2024
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Transfer ID: ENG161 - Transferred Course - Owensboro Cmty Tech Coll

Transfer Credit: 4-Year Institutions INCOMPLETE

Credits required: 999 Credits applied: 58 Bulletin term: SPRING 2026

Unmet conditions for this set of requirements: You currently have 58 hours of applicable 4-year credit

Course	Title	Grade	Credits	Term	Repeat
○ 4-year institutions	ACCT 1-EL	ACCT 100-Level Elective	TA	3	Fall 2023

Transfer ID: ACCT110 - Transferred Course - Western Kentucky Univ

ACCT 201.	Accounting Princ I	TA	3	Spring 2024
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Transfer ID: ACCT220 - Transferred Course - Western Kentucky Univ

ACCT 303.	Intermed Accounting I	TC	3	Fall 2024
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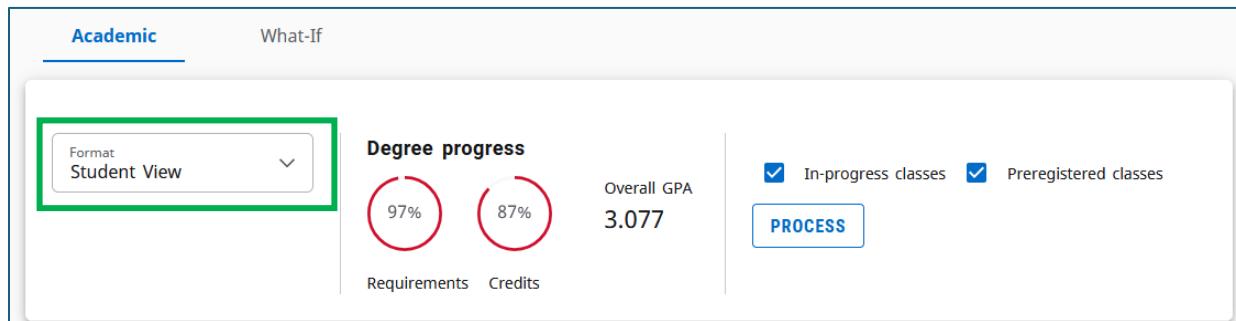
Transfer ID: ACCT300 - Transferred Course - Western Kentucky Univ

ACCT 304.	Intermed Accounting II	TC	3	Spring 2025
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Transfer ID: ACCT301 - Transferred Course - Western Kentucky Univ

Registration Checklist/Graduation Checklist

The default Format for the academic audit is the Student View, but two other audit formats are available.



The screenshot shows the 'Academic' audit view. At the top, there are tabs for 'Academic' and 'What-If'. Below the tabs, a dropdown menu is open, showing 'Format' and 'Student View' with a green border around it. To the right of the dropdown, there is a 'Degree progress' section with two circular progress indicators: one for 'Requirements' at 97% and one for 'Credits' at 87%. Below these indicators is an 'Overall GPA' of 3.077. Further to the right are two checkboxes: 'In-progress classes' (checked) and 'Preregistered classes' (checked). At the bottom right of the main area is a blue 'PROCESS' button.

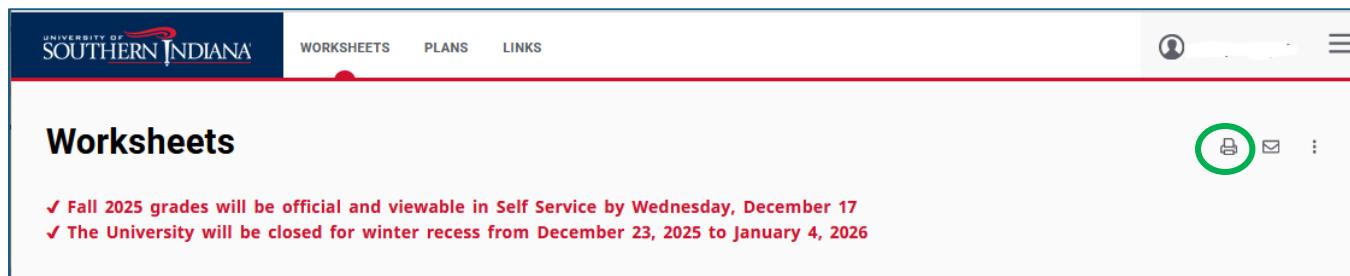
Use the Format drop-down to change to one of the other audit formats:

- **Registration Checklist** – Change the audit format from Student View to Registration Checklist to view only what is not complete (still needed to finish the program).
- **Graduation Checklist** – Change the audit format from Student View to Graduation Checklist to view a summary of the student's progress (complete requirements show courses used, not complete requirements only show labels/no course list).

Select Student View from the drop-down to return to the default view.

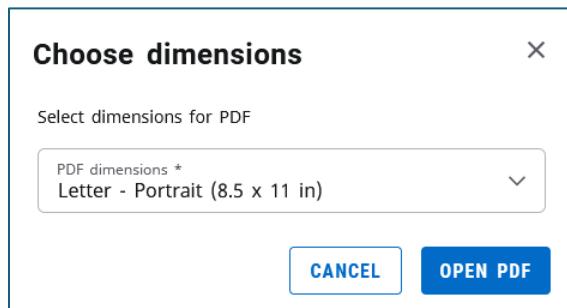
Printing an audit (printer icon)

To print an audit (either an academic audit or what-if audit), click the printer icon (Create PDF) at the top of the /page.



The screenshot shows the 'Worksheets' page. At the top, there is a header with the University of Southern Indiana logo, 'WORKSHEETS', 'PLANS', 'LINKS', and a user profile icon. Below the header, the word 'Worksheets' is displayed in a large, bold, black font. To the right of the word 'Worksheets' is a green circular icon containing a white printer symbol, with a red border around the circle. Below the 'Worksheets' title, there are two red bullet points: 'Fall 2025 grades will be official and viewable in Self Service by Wednesday, December 17' and 'The University will be closed for winter recess from December 23, 2025 to January 4, 2026'.

From the pop-up box, select the desired orientation for the PDF (the default is letter – portrait) then click the OPEN PDF button.

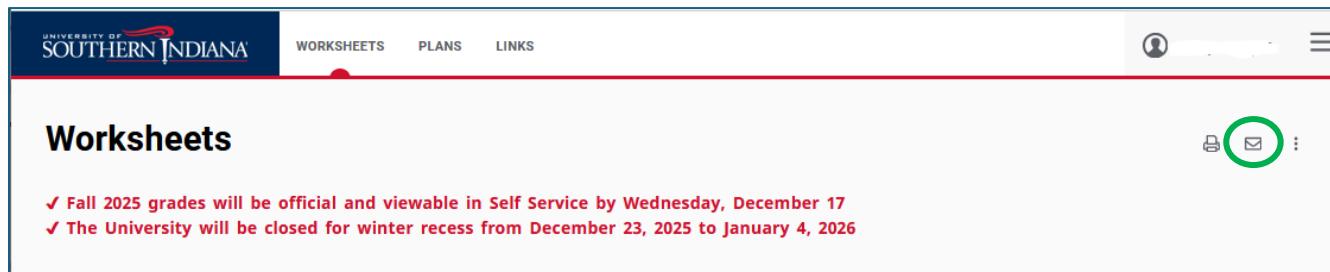


The screenshot shows a 'Choose dimensions' pop-up window. The title bar says 'Choose dimensions' with a close button 'X'. Below the title, there is a sub-instruction 'Select dimensions for PDF'. A dropdown menu is open, showing 'PDF dimensions *' and 'Letter - Portrait (8.5 x 11 in)'. At the bottom of the window are two buttons: 'CANCEL' on the left and 'OPEN PDF' on the right, with the 'OPEN PDF' button being blue.

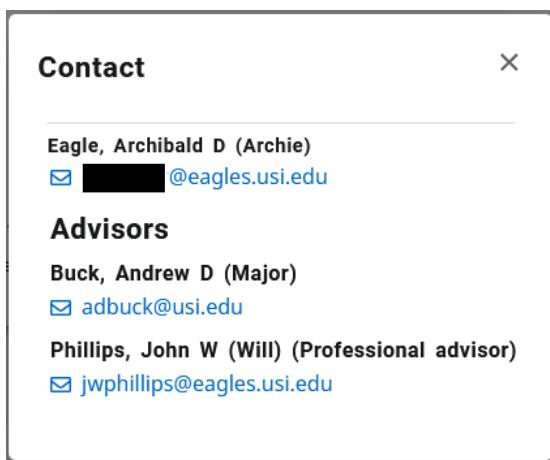
A PDF of the audit will be generated. Use your browser's print options to make any desired adjustments to the page layout or scale. Send the document to the desired printer for printing or select Save as PDF.

Contacts (envelope icon)

To view the student's email address and the name(s) and email address(es) of any academic advisors assigned to the student, click the envelope icon (Contacts) at the top of the page.

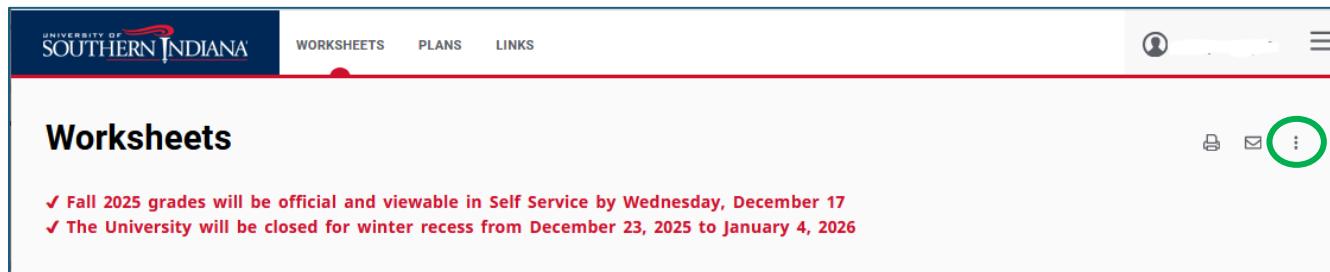


The name(s) and email address(es) will be displayed in a pop-up box. Click on an email address (blue link) to open a blank email message to that recipient (your default email client is used).



More Options (three dots)

For additional features, click the three dots (More Options) at the top of the /page.



GPA Calculator

Two GPA calculators are available. Courses repeated for GPA improvement are not factored into the results of the GPA calculators. The GPA is not considered official and is provided solely based on the estimate of grades the student might receive.

- The **Term Calculator** allows a student (or their advisor) to enter the grades they expect to earn for their in-progress classes to calculate their anticipated GPA at the end of the term. Select the anticipated grade for each course, then click the CALCULATE button.

GPA Calculator

Term Calculator Advice Calculator

Enter the grades you expect to earn for in-progress classes to calculate your GPA after the end of the term. Courses repeated for GPA improvement are not factored into the results of this calculator. The resulting GPA from this calculator is not official and is provided solely based on your estimate of grades you might receive.

Current GPA *	3.077	GPA credits attempted *	77
Add Course			
Course *	ENG 223.	Credits *	3
		Grade *	B+
Course *	ENG 304.	Credits *	3
		Grade *	A
Course *	ENG 402.	Credits *	3
		Grade *	B

CALCULATE

- The **Advice Calculator** allows a student (or their advisor) to enter a desired GPA at graduation to see the grades they'd need to earn to achieve that goal. Enter the Desired GPA using up to 3 decimal points (ex: 3.125) then click the CALCULATE button.

GPA Calculator

Term Calculator **Advice Calculator**

Enter your desired GPA at graduation to see the grades you need to earn to achieve that goal. Courses repeated for GPA improvement are not factored into the results of this calculator. The resulting GPA from this calculator is not official and is provided solely as an estimate.

Current GPA *	3.077
GPA credits attempted *	77
Desired GPA *	

CALCULATE

Class History

The Class History link provides a chronological list of the student's courses taken at USI and any transfer credit. The list is for informational purposes only and is not a transcript.

Class History



This list of classes is for information only and does not replace an official transcript.

Spring 2021

Course	Title	Grade	Credits	Section
ENG 101.	Rhet&Comp I:Literacy/Self	TA	3	
	Transfer ID: ENGL111 - Transferred Course - Ivy Tech Comm Coll-Evansville			
MATH 114.	Quantitative Reasoning	TA	3	
	Transfer ID: MATH123 - Transferred Course - Ivy Tech Comm Coll-Evansville			
NOTR 1-NT	Not Transferred-No Credit	TB	0	Not Counted
	Transfer ID: IVYT111 - Transferred Course - Ivy Tech Comm Coll-Evansville			

Fall 2021

Course	Title	Grade	Credits	Section
ART 201.	Intro to Visual Arts	TC	3	
	Transfer ID: ARTH110 - Transferred Course - Ivy Tech Comm Coll-Evansville			

Spring 2022

Course	Title	Grade	Credits	Section
ANTH 111.	Intro to Cultural Anthropology	B	3	
ENG 201.	Rhet&Comp II:Literacy/World	B+	3	

Notes

Advisors can add Notes to a student's record in Degree Works. Notes can be viewed through the Notes link under More Options and will also be summarized in a section near the end of the student's degree audit.

If no notes exist, clicking the Notes link will display the following:

Notes



There are no notes for this student.

ADD A NEW NOTE

Advisors only

To add a new note, click the ADD A NEW NOTE button.

- The “predefined notes” drop-down allows you to select from a list of common notes; the predefined note will be added to the description box (and can then be edited as needed). Or enter the desired text in the description box.
- Once the note text has been entered, click SAVE NOTE to add the note to the student’s audit.

Add a new note

Predefined notes

Add description

Not available to student

CANCEL **SAVE NOTE**

Notes

Created on 03/21/2025

By [REDACTED]

Student was advised to apply for graduation by 10/1/25. For spring 2026, student was advised to take ENG 491 for CW minor plus 13 hours of any other coursework to reach 120 hours.

ADD A NEW NOTE

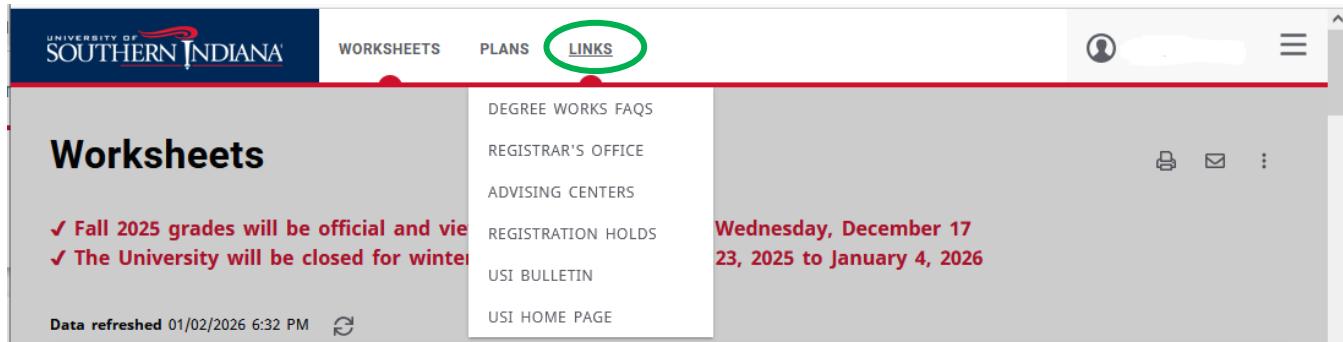
If any notes exist, a Notes block will be included near the bottom of the student’s audit to display all notes.

Status	Description	Created on	Created by
	Completed First College Review. On target for FA25 graduation. Graduation plan is in DW, and email has been sent to student and faculty advisor.	03/14/2025	Hooper, Emma Renee
	For fall 2024: EDUC 383, 358, HIST 397, 300, 346	03/12/2024	Mabis, Cacee D
	Student was advised to...register for spring 2024: EDUC 283, HIST 287, 385, 308, POLS 445	10/05/2023	Mabis, Cacee D

Links

A Links menu at the top of the page provides quick access to a number of helpful USI web pages:

Degree Works FAQs	www.usi.edu/registrar/registration/degreeworks
Registrar's Office	www.usi.edu/registrar
Advising Centers (list)	www.usi.edu/university-division/advising-centers
Registration holds (descriptions)	www.usi.edu/registrar/registration/registration-holds
USI Bulletin	bulletin.usi.edu
USI home page	www.usi.edu



UNIVERSITY OF SOUTHERN INDIANA

WORKSHEETS PLANS **LINKS**

Worksheets

✓ Fall 2025 grades will be official and viewable
✓ The University will be closed for winter break

DEGREE WORKS FAQS
REGISTRAR'S OFFICE
ADVISING CENTERS
REGISTRATION HOLDS
USI BULLETIN
USI HOME PAGE

Wednesday, December 17
23, 2025 to January 4, 2026

Data refreshed 01/02/2026 6:32 PM

Questions?

Students who have questions about requirements for their program (Core 39, major, minor, concentration), building a Plan, progress toward degree completion, course selection for upcoming semesters, or general academic advising should contact their academic advisor in the college of their major for assistance.

Students or advisors who have questions about the Degree Works system itself can visit www.usi.edu/registrar/registration/degreeworks for general information and tutorials. If you still have questions, contact the Registrar's Office for assistance.