

DEGREE WORKS FAQs

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Is Degree Works replacing DARS/U.Achieve?

Yes. However, there will be some overlap. Students who will graduate in 2017 will continue to use DARS/U.Achieve as their degree audit tool. At the same time, students expecting to graduate after 2017 will be moved to the new Degree Works program

What if I'm graduating in May or August 2017?

You will not be affected by the introduction of Degree Works, and will continue to use DARS/U.Achieve. If you decide to change your graduation term to a date beyond 2017, you will be moved to Degree Works.

What if I do not graduate May or August 2017?

Your student record will be automatically transferred to the new degree audit system, Degree Works. The web links to Degree Works will be found in the mySanDiego portal under My Academics. While the Degree Works tool is very user friendly, we have included links and tutorials to help you navigate through this new application.

Can I use Degree Works for incoming first year students as a preceptorial faculty member?

Yes, Degree Works can be used in the same way as DARS/U.Achieve.

When will we begin using Degree Works Officially?

A campus-wide announcement will be made when Degree Works is available.

What if I am a graduate student? Can I use Degree Works?

Yes. Degree Works is available for all students enrolled into a degree program at USD. However, graduate students who are enrolled into programs that require special study coursework should work directly with their program director to have their Degree Works audit reflect the appropriate degree plan.

What if I am a graduate Program Coordinator?

Program Coordinators for graduate programs will have access to Degree Works, too. Roles have been created to allow students, advisors, faculty, and coordinators to be able to have the appropriate access to perform the necessary job functions.

What if I notice my Degree Works audit is different than my DARS/U.Achieve audit?

It is possible that the Degree Works will assign credit to satisfy a requirement in a different way than DARS/U.Achieve. Do not worry: both systems are designed to use all course coursework in any way possible to satisfy degree requirements. If you have specific concerns, please see your academic advisor for clarification.

Is Degree Works a transcript? Is my audit the same as my transcript?

No. Degree Works is an audit of your progress towards graduation, as well as an outline of requirements needed to complete your program of study. Your transcript is your official academic record and provides a chronological list of courses completed and other academic information like GPA. You can view/request your unofficial/official transcript through MySanDiego portal.

Can I view course information in Degree Works?

Yes. By clicking on a course in your audit you can view the course description, prerequisites required, and available course sections for the upcoming semester.

Why is Degree Works not displaying my concentration?

Degree Works will not display your concentration until you have declared it and your advisor or the advising office has updated your Banner record.

I petitioned to waive/substitute a course. How will that course appear in Degree Works?

Your petition will appear in Degree Works after it is approved by your advisor, department chair, and if necessary, your college dean. In most cases, an additional line will appear under the approved course that explains why the exception was made. If you have a petition related to a transfer course, we will make an adjustment to the course equivalency to ensure that it appears in the correct section of your Degree Works audit. In these cases, there may not be an explanation noted on your Degree Works audit, but the course will be moved to the correct section so that a degree requirement may be satisfied.

I've seen the @ symbol in several places on my worksheet. What does that mean?

The @ symbol is a wild card in Degree Works. If the @ symbol appears with course numbers after it (i.e., @ 400), it means that you can take a 400-level course from any subject area. If it appears after a subject prefix (i.e., PSY @), it means that you can take any psychology course.

Will putting courses in my planner change the way my audit looks?

No. Nothing entered on the planner tool will affect your actual audit. You can, however, see how the courses you have entered in your planner will apply to your audit by checking the boxes next to the blocks you wish to include. Tip: check all boxes to see how your audit will look if you complete your entire plan, and then click Run a New Audit.

What is my catalog year?

Your catalog year is the semester you declare your major. Your catalog year is displayed in the top block of your Worksheet Audit.

Note: a Worksheet Audit will be available for you if your catalog year is 2014-2016 or later. If your catalog year is prior to 2014-2016, please contact your academic advisor to see how your courses will fit into a particular program of study.

What do I need to do if I log into DARS and see 'ERROR: No Student Found'?

If you will be graduating after fall 2017, your audit has been moved to Degree Works. All you need to do is log into MySanDiego > MyAcademics > Registrar > Degree Audit and click on the link. This will take you directly to your personal degree audit in Degree Works.

If you are graduating prior to fall 2017, please contact the Office of the Registrar directly.