Access to the Student Center is provided through the Student Self Service link at my.chapman.edu. Enter your regular Chapman User ID and Password. Click Login.

1. Click on the Student Self Service link.

2. Click on the Student Center link.
3. Click the newly displayed Student Center link.

4. The Student Center opens.
5. In the Academics section, select **Program Evaluation** from the “other academic . . . “ drop down menu and click the double arrow “GO” button.

Your **Program Evaluation** opens in the **My Academics** tab and all sections are open. Click on the **collapse all** button to view the report section topics only. You can then open each section by clicking on the green triangle. Click **expand all** to open all sections on the screen.

---

**My Academic Requirements**

Chapman University | Undergraduate

This report last generated on 03/04/2015 10:03AM

- Collapse all
- Expand all
- View report as PDF

- Taken
- In Progress
- Planned

**GENERAL INFORMATION [RG 1130]**

**UNDERGRADUATE DEGREE REQUIREMENTS [RG 1014]**

- Not Satisfied: Students must meet all graduation requirements in addition to completing GE and major requirements.

**GRADUATION REQUIREMENTS [RG 1091]**

- Not Satisfied: All students must meet minimum graduation requirements

- Minimum 124 credits
6. There are a minimum of seven sections to the program evaluation. If you have a second major or a minor there will be additional sections addressing the requirements for that degree. Classes enrolled/taken will be coded with icons shown below.

![Icons: Taken, In Progress, Planned]

Here is a description of each section:

- **General Information** – Messages to assist in understanding the evaluation and disclaimers.
- **Degree Requirements** – General degree requirements (i.e. units, GPA, residency etc.) as well as Preparatory Skills, Limitation of Credit and Transfer Credit after Matriculation. Includes student progress in meeting these requirements. NOTE: The GPA displayed here is NOT the official GPA. The official GPA will be on your Unofficial Transcript.
- **General Education Requirements** – Detailed breakdown of each requirement and your progress toward completion in Global Citizenship, Language, Shared Inquiry etc.
- **Inter/Multidisciplinary Cluster** – Description of cluster requirements and when it must be declared.
- **In Progress Courses and Other Courses Not Used** – Displays classes that are in progress and lists courses not used to satisfy major, minor and GE degree requirements.
- **Academic Discipline Degree Requirements** (EXAMPLE: Bachelor of Science in Health Sciences) – Lists the required courses for the degree and the student’s progress toward completion.
- **Additional Academic Discipline Degree Requirements** (EXAMPLE: Health Sciences Major Requirements) – GPA, upper division and residency requirements.

**NAVIGATION TIPS**

- Progress in each area will be indicated by either Satisfied or Not Satisfied. NOTE: A section may be notated as Satisfied that includes “in progress” courses. The evaluation assumes a passing grade will be earned and therefore satisfy the requirement. If the earned grade does NOT meet the requirements, the status will change to Not Satisfied.

  **Satisfied:** Complete a Written Inquiry course (3 credits) to satisfy this requirement. See GE website for full list of approved courses for this category.

  - Courses: 1 required, 1 taken, 0 needed

  **Not Satisfied:** Students must meet all graduation requirements in addition to completing GE and major requirements.
• To view detail of any area click the ☻ icon. To close the section click the ☯ icon.

• Courses that are completed/in progress are identified by icons

- Undergraduate Degree Requirements [RG 1031]
  - Not Satisfied: Students must meet all graduation requirements in addition to completing GE and major requirements.

- Graduation Requirements [RQ 1091]
  - Not Satisfied: All students must meet minimum graduation requirements
    - Minimum 124 credits
    - Cumulative GPA (minimum 2.0)
    - Institutional GPA (minimum 2.0)
    - Residency
    - Upper Division
    - Residency Upper Division

- Cumulative GPA (minimum 2.0)
  - Satisfied: A minimum 2.000 GPA is required for all work leading to the degree, including transfer work.
    - GPA: 2.000 required, 2.892 actual

- Shared Inquiry [RQ 1010]
  - Not Satisfied: Courses in the shared inquiry categories are distinguished primarily by inquiry approaches rather than individual disciplinary areas. They engage students in both active learning and reflective thought, emphasizing critical inquiry in major liberal arts areas. All students take a course that has a primary focus in each of the following areas of inquiry: Artistic Inquiry (3 credits), Natural Science Inquiry (3-4 credits), Quantitative Inquiry (3 credits), Social Inquiry (3 credits), Values and Ethical Inquiry (3 credits), and Written Inquiry (3 credits).
  - Satisfied: Met by course in transfer or test credit
    - Courses: 1 required, 1 taken, 0 needed

- The following courses were used to satisfy this requirement:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 100TRG</td>
<td>English - Written Inquiry</td>
<td>3.00</td>
<td>2013 Fall</td>
<td>A</td>
<td>T</td>
</tr>
</tbody>
</table>
If there are several courses that can meet a requirement the course listing will appear with icons for courses completed/in progress. NOTE: There can be more courses available than displayed. Review the icons at the bottom and note the View All option.

### HEALTH AND WELLNESS IMDC [RQ 1716]

**Not Satisfied:** Complete the requirements from the cluster below. Open to all majors.

*Courses in the cluster cannot be shared with any other GE or major requirement.
*Courses in the major and major’s primary discipline are not eligible to count in the cluster. Be aware of this policy when reviewing online information displaying the full list of eligible cluster courses.

#### Requirements

**Not Satisfied:** Complete 12 credits from the courses below. Six credits must be upper division (300-400 level). The remaining six credits can be from any level.

- **Units:** 12.00 required, 3.00 taken, 9.00 needed

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>Notes</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 122</td>
<td>Human Genetics</td>
<td>3.00</td>
<td>As Needed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENV 101</td>
<td>Intro to Environmental Science</td>
<td>3.00</td>
<td>Fall Semester</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSN 200</td>
<td>Human Nutrition</td>
<td>3.00</td>
<td>Every Semester</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSN 201</td>
<td>Intl NutriWorld Food Crisis</td>
<td>3.00</td>
<td>Every Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSN 338</td>
<td>Nutrition/Human Performance</td>
<td>3.00</td>
<td>Fall 2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSN 339</td>
<td>Life Cycle/Clinical Nutrition</td>
<td>3.00</td>
<td>Alternate Years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FSN 443</td>
<td>Medical Nutrition Therapy</td>
<td>3.00</td>
<td>Alternate Years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINE 250</td>
<td>Fundamentals of Kinesiology</td>
<td>3.00</td>
<td>Every Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINE 260</td>
<td>Global Health</td>
<td>3.00</td>
<td>Every Semester</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KINE 360</td>
<td>Eastern Concepts Health &amp; Heal</td>
<td>3.00</td>
<td>Every Semester</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If the list is extensive, you may see a link to View Course List.

### UPPER DIVISION ELECTIVES [RQ 10176]

**Not Satisfied:** Complete fifteen credits of upper-division courses chosen from the following areas: accounting, business, economics, finance, management, management science, marketing and real estate. Internship and Independent Study credits do not count. May be met by declared emphasis.

#### Upper Division Electives (Verify)

**Not Satisfied:** Complete 15 credits of approved ASBE electives

- **Units:** 15.00 required, 0.00 taken, 15.00 needed

<table>
<thead>
<tr>
<th>Course List</th>
<th>Description</th>
<th>Grade</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Course List</td>
<td>Upper Division Electives</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
When exceptions are made to academic requirements, notes are placed in the requirement section. In this example – MUS 102 and MUS 301 have been approved to meet the History Major elective requirements.

Click on the Note number link to view the substitution notes which open in a new screen. Click on the Return to (Student Name) link to return to the Program Evaluation.

Advisee Requirements

Requirement Course Notes

<table>
<thead>
<tr>
<th>Note</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>02</td>
<td>SUB MUS 102, 301 for 100-level history courses per dept email 5/7/15 (AO29)</td>
</tr>
</tbody>
</table>
7. **GENERAL INFORMATION SECTION** – This section provides guidance for reviewing the program evaluation. There may also be disclaimers regarding the completeness of the evaluation. Once the Registrar’s Office reviews your program evaluation for accuracy, the disclaimer will be removed. Here is an example of the disclaimers that may display for incoming freshmen as well as current students.

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### GENERAL INFORMATION [RG 1130]

Student Responsibility: It is the responsibility of each graduating student to refer to the Program Evaluation to check which requirements have been completed and which requirements still need to be completed. A student may not shift this responsibility to an advisor or to the staff of the Office of the University Registrar.

Please note that course lists may have more than ten courses. To view a course list in full, please click the "View All" option where available.

Repeats for in progress courses are not processed until final grades are submitted and repeat rules applied. Credit totals and requirement statuses are subject to change.

Requirement status of "satisfied" includes in progress courses. The report assumes the minimum passing grade will be earned and counts the course while in progress as meeting the requirement.

---

### ***INCOMING FRESHMAN DISCLAIMER [RG 1907]

***Please note that this program evaluation may not reflect the academic program requirements for the catalog under which you were admitted. The requirements for the 2015-2016 catalog are still being written and reviewed for the purposes of the program evaluation. To view accurate degree requirements, please see the online catalog available on the Chapman website.

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### ***CURRENT STUDENT DISCLAIMER [RG 1908]

***Please note that program evaluations for students are currently under review. Your program evaluation may not directly reflect the previous WebAdvisor version. The Office of the University Registrar is currently reviewing all program evaluations for accuracy, adding any waivers, substitutions, or revisions that were previously approved for your program. You do not need to contact our office regarding previously approved revisions. They will be added as programs are reviewed. Thank you for your patience during this time.

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8. **DEGREE REQUIREMENTS** – This is an example of an undergraduate student. You see the overall graduation degree requirements are **Not Satisfied** but the Preparatory Skills are **Satisfied**.

---

### GRADUATION REQUIREMENTS [RG 1091]

**Not Satisfied:** All students must meet minimum graduation requirements

- Degree credit (minimum 124)
- Cumulative GPA (minimum 2.0)
- Institutional GPA (minimum 2.0)
- Residency (minimum 48)
- Upper Division (minimum 42)
- Residency Upper Division (minimum 24)

### PREPARATORY SKILLS [RG 1097]

**Satisfied:** Complete MATH 99 and MATH 99 during first year at Chapman or satisfy by qualifying test score or transfer course taken prior to matriculation.

- MATH 098 met by transfer course
- MATH 099 met by transfer course
The Degree credit minimum for most students will reflect 124 units. However it is possible, if transfer credits exceed the maximum amount that can be applied to a degree, this may increase. If so, you will see this message on your evaluation. Click the Note link to read the details.

**Degree credit (minimum 124)**

**Not Satisfied:** Complete a minimum 124 credits, excluding preparatory skills and credit limitations. Credits taken over the limits allowed will be added to the minimum credit required count. Please see the LIMITATIONS OF CREDIT section below and the course catalog for more information.

In Progress courses are counted in the value displayed below for credits taken. To view current completed/earned credit totals excluding in progress courses, please see the Unofficial Transcript or select the academics tab at the top of the self service menu.

**This requirement may not include applicable credit adjustments based on credit limitations. If status under LIMITATIONS OF CREDIT section below shows Not Satisfied then adjustments have not been made and your remaining minimum credit needed is subject to change.**

![Note 01: Required units or courses have been changed.](Image)

- **Units:** 129.50 required, 89.50 taken, 40.00 needed

### Requirement Course Notes

Return to Joe Covinbiias  

<table>
<thead>
<tr>
<th>Note</th>
<th>Description</th>
<th>Old minimum courses</th>
<th>New minimum courses</th>
<th>Old Minimum units</th>
<th>New minimum units</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>3.5 credits added to minimum requirement based on credits over the 2 year institution transfer limit (20 683)</td>
<td>0.00</td>
<td>0.00</td>
<td>124.00</td>
<td>129.50</td>
</tr>
</tbody>
</table>

Transfer credit information and tracking of transfer credit once enrolled at Chapman is tracked in this section along with and limitation of credits that will be applied toward your degree. You can view each detail by clicking on the green triangle.

### MAXIMUM OF 18 CREDITS ALLOWED AFTER MATRICULATION [RQ 1099]

**Satisfied:** Once students begin study at Chapman no more than 18 credits are accepted in transfer.

- Transfer credit after matriculation

### LIMITATIONS OF CREDIT [RQ 10189]

**Satisfied:** The number of credits allowed toward the baccalaureate degree is limited. A status of Not Satisfied means you have gone over the limit in one or more of the categories. Adjustments are made to earned credit totals on the official transcript. If this requirement is listed as Not Satisfied please be aware that units taken total listed in the Minimum Credit Hours in the Graduation Requirements above is not correct.

- Dual Credit
- Credit from 2 year institution
- Physical Activity
- Performance/Ensemble
- Internship
9. GENERAL EDUCATION REQUIREMENTS – This section breaks down each general education requirement and clearly displays via Satisfied and Not Satisfied which requirements have been met or are still outstanding.

A section might be coded as Not Satisfied but that does not mean EVERY requirement is still outstanding. It might be only one requirement that needs to be completed. You can expand all (at the top of the evaluation) to view all requirements or click each one individually.
Here’s an example of this section:

10. INTER/MULTIDISCIPLINARY CLUSTER

You must either select a cluster for additional focus in an academic area or select a minor or additional major. If you opt for a cluster, the requirements will be tracked in this section.

INTER/MULTIDISCIPLINARY CLUSTER [RG 1009]

Not Satisfied: The Inter/Multidisciplinary Cluster provides students an opportunity to explore an area of interest from an interdisciplinary or multidisciplinary focus. A cluster consists of four related courses (12 credits) outside the student’s designated degree program or major. At least two courses (six credits) in the cluster must be upper division. The cluster requirement is waived upon the successful completion of a minor or second major. Students not pursuing a minor or second major must declare a cluster.

*Courses in the Inter/Multidisciplinary Cluster must be unique to the cluster. They cannot be shared with any GE or major requirement.
*Courses in the major or major’s discipline cannot count towards the cluster. Please be aware of this when selecting courses from the list of options.

HEALTH AND WELLNESS IMDC [RQ 1716]

Not Satisfied: Complete the requirements from the cluster below. Open to all majors.

*Courses in the cluster cannot be shared with any other GE or major requirement
*Courses in the major and major’s primary discipline are not eligible to count in the cluster. Be aware of this policy when reviewing online information displaying the full list of eligible cluster courses.

Requirements

Any Level
Students must make a decision regarding cluster/minor/2nd major by the time they complete 60 units. This section will display the following message until you declare your focus.

**INTER/MULTIDISCIPLINARY CLUSTER [RG 1009]**

**Not Satisfied:** The Inter/Multidisciplinary Cluster provides students an opportunity to explore an area of interest from an interdisciplinary or multidisciplinary focus. A cluster consists of four related courses (12 credits) outside the student’s designated degree program or major. At least two courses (six credits) in the cluster must be upper division. The cluster requirement is waived upon the successful completion of a minor or second major. Students not pursuing a minor or second major must declare a cluster.

*Courses in the Inter/Multidisciplinary Cluster must be unique to the cluster. They cannot be shared with any GE or major requirement.
*Courses in the major or major's discipline cannot count towards the cluster. Please be aware of this when selecting courses from the list of options.

**DECLARE IMDC, MINOR OR 2ND MAJOR [RQ 1109]**

Students must declare an Inter/Multidisciplinary Cluster, minor or 2nd major by the time they complete 60 credits.
11. IN PROGRESS COURSES AND OTHER COURSES NOT USED – this section displays the “in progress courses” – typically those that are in the current term. It also displays courses that are not used to satisfy any degree requirements (major, minor or GE). Courses listed here can be counted toward your electives. It is important to review the “not used” courses to determine if a course could be used to meet a degree requirement. The Financial Aid Office will review this section when determining eligibility for financial aid (SAP, repeat coursework etc.). Remember to review all courses, only the first ten will be initially displayed on the screen.
12. BACHELOR DEGREE REQUIREMENTS – Each degree plan (major/minor) will have two sections which contain degree requirements. This section reflects course work requirements. To see which courses are still outstanding you can click on the green triangle next to each course or scroll to the top of the evaluation and click the expand all button.

The ELECTIVES section reflects Satisfied. NOTE: A Fall 2015 course which is “in progress” is in this section. The evaluation assumes this course will be successfully completed. If not, the section will update to Not Satisfied.
13. ADDITIONAL DEGREE REQUIREMENTS – This section contains the GPA, Upper Division requirements and tracks the required credits outside the discipline.

<table>
<thead>
<tr>
<th>ADDITIONAL COMMUNICATION STUDIES MAJOR REQUIREMENTS [RG 1150]</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Not Satisfied:</strong> In addition to course requirements, students must meet all credit and GPA requirements detailed below.</td>
</tr>
</tbody>
</table>

**MAJOR GPA [RQ 1582]**
- A minimum 2.5 major GPA and a minimum 2.5 upper division GPA are required.
  - Major GPA check
  - Upper Division Major GPA

**UPPER DIVISION REQUIREMENTS [RQ 1583]**
- Minimum 21 upper division credits required. Lower division courses allowed to substitute for upper level requirements in the major are not applicable.
  - Minimum 21 Upper Division
  - Upper Division Residency

**62 CREDITS OUTSIDE MAJOR DISCIPLINE [RQ 1584]**
- Satisfied: Bachelor of Arts degrees require a minimum of 62 credits outside the major’s primary discipline.
  - 62 credits outside COMS
PRINTED VERSION OF PROGRAM EVALUATION

To create a printed version of your Program Evaluation, click the view report as pdf button at the top of the program evaluation. The print version includes all the sections you can view on-line and the course and other requirement listings are expanded.

The report can be long, based on your academic plan. Multiple majors and minors do extend the length of the evaluation, both on-line and in print. The printed version does provide the Catalog Year for each plan component.

GENERAL INFORMATION [RG 1130]
Student Responsibility: It is the responsibility of each graduating student to refer to the Program Evaluation to check which requirements have been completed and which requirements still need to be completed. A student may not shift this responsibility to an advisor or to the staff of the Office of the University Registrar.

Please note that course lists may have more then ten courses. To view a course list in full, please click the "View All" option where available.

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Requirement status of "Satisfied" includes in progress courses. The report assumes the minimum passing grade will be earned and counts the course while in progress as meeting the requirement.

***CURRENT STUDENT DISCLAIMER [RG 1908]
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