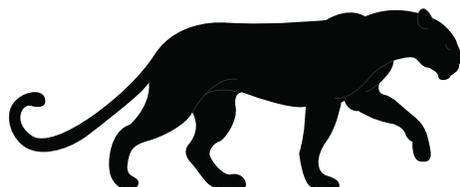




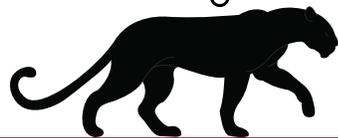
HOW TO UTILIZE YOUR PROGRAM EVALUATION

- Your program evaluation is an up to date record of your academic progress at Chapman University.
 - The program evaluation contains the following information: general information, degree requirements, general education requirements, major/minor/themed inquiry requirements, in progress courses and other courses not being used.
 - It is the responsibility of each student to refer to the program evaluation to check which requirements have been completed and which requirements are still outstanding.
 - Below are some tips on how to utilize your program evaluation.
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- There are two ways in which you can view your program evaluation: a web version and a PDF version.
- To view the web version, click on “program evaluation” in your student center. This will then direct you to your program evaluation. You can click “expand all” to have all of the different categories be visible; that way, you can better check your requirements.
- The PDF version can be accessed once you have loaded the web version of your evaluation. Once the web version has loaded, simply click on “view report as pdf” towards the top of the page. The pdf option will pop up in a new window (make sure your pop-up blockers are turned off) and then display all of your degree requirements, letting you know what requirements you still have remaining.
- When preparing to register for classes, it is important to view your program evaluation to see what requirements you have in progress as well as what courses you have remaining. You will be able to check which GE, major, and minor courses you have remaining and can choose your courses based off what requirements are not yet satisfied.
- After enrolling in your courses, it is important to check your program evaluation to verify that the courses are all being used to satisfy a requirement.
- There is a section on your program evaluation titled “Other courses not being used to satisfy Major, Minor, and GE.” If any of the courses you enrolled in show up in this section it means that the course is not being used to satisfy a requirement.
- This is why it’s important to check your program evaluation both before and after enrolling in your courses.
- Consider your program evaluation to be your best resource in knowing what courses to register for. Make sure you always refer to your program evaluation and your course catalog.





COURSE CATALOG

- The course catalog is an important document that includes descriptions of courses, prerequisite and corequisite courses needed for enrollment, programs of study for all majors and minors offered, and overall degree requirements.
 - In addition, the course catalog can be used as a reference for academic policies and procedures as well as grading policies from the major department.
 - Course catalogs differ by academic year. You will refer to your catalog year based on the academic year you started at Chapman University.
 - Your specific Catalog Year is also listed on your program evaluation.
 - Visit catalog.chapman.edu to learn more!
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