Your Academic Requirement Report (ARR) and Degree Planner

How-to-Guide for First-Year/First-Time Students and Continuing Students
Should I consult my Degree Planner or my Academic Requirement Report (ARR) for tracking my degree progress?
The Academic Requirements Report (ARR) is the official record of your degree progress at CSULB, including the number of units taken and needed to graduate (see slides 4 & 5).

The Degree Planner is a student scheduling tool and you the student must keep it updated. It is a student scheduling tool not an official university document (see slides 6 & 7).
Using the ARR: How-to Guide

- The Academic Requirements Report (ARR) is the official record of your degree progress at CSULB, including the number of units taken and needed to graduate. This tool is your guide to completing General Education, major, and elective requirements. Visit Enrollment Services for step-by-step instructions on running and reading your ARR on MyCSULB.

Instructions on how to check your Academic Requirement Report (ARR) for students:

- Log on to MyCSULB
- Click on (Student Center) on the left side of the screen
- Under (Academics) use the drop-down menu to select (Academic Requirements)
- Click the (Expand All) button once the report loads
- Your GE pattern year and major catalog year is listed on the top right side (see example on next slide)
- Scroll down a bit and check UNITS REQUIREMENT SUMMARY
- Scroll down further and check your GE requirements and MAJOR/MINOR requirements
- Check color coding on your Academic Requirement Report:
  - Green = completed
  - Yellow = in progress with current coursework
  - RED = To do (incomplete)
Using the ARR: How-to-Guide

Checking GE Pattern Year and Major Catalog year on ARR

Program: Undergraduate Degree   (example below- Fall 2014 ) Lists your GE Pattern year

Plan: Human Development       (example below- Fall 2017 ) Lists your major and major catalog year

Note: Your GE pattern year and major catalog years can be the same or different
See Example below:

<table>
<thead>
<tr>
<th>Current Academic Objective</th>
<th>Requirement (Catalog) Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program: Undergraduate Degree</td>
<td>Fall 2014</td>
</tr>
<tr>
<td>Plan: Human Development BA</td>
<td>Fall 2017</td>
</tr>
</tbody>
</table>

Expected Grad Term: Spring 2022
Graduation Status: On track with course work in progress
Degree Planner is an online tool allowing students to map their entire academic path to graduation. The student must keep it updated. Click on “Degree Planner” from the Student Center in MyCSULB to get started.

Degree Planners Video Tutorials:
- Degree Planner Overview
- Understanding Your Degree Plan
- Edit Preferences
- Arrange Your Plan
- Understanding Degree Planner Reports
- Enrolling From My Degree Planner

Still Need help?
- Degree-Planner-FAQs
Using Your Degree Planner: How-to-Guide

- Start searching for classes by loading your plan into Class Schedule Planner. Ensure your plan meets all requirements.
- Select Edit Preferences to choose the terms and unit load to maximize your path to graduation.
- Select Arrange My Plan and then drag and drop classes to move classes to your preferred term.
- Your Degree Planner Report will let you review a summary of all requirements completed, in progress, and planned.
- Degree Planner provides a number of helpful features to ensure you remain on track to graduate:
  - **Advisor Message** communicates personalized information on a specific requirement.
  - **Critical** identifies key courses necessary for timely degree completion.
  - **Notes** convey important details about a specific requirement.
  - **Info** displays the course description from the current catalog.
  - **Remove** discards a requirement that is not needed for degree completion. Removed courses may always be restored to your plan.
  - **Lock** sets a course to a specific term.
  - **Select Course** allows you to choose a specific course for that requirement.