



Online Graduation Progress: Help Guide

Note: This is an informational tool for students to track their progression towards graduation. It is **not** an official graduation audit. One year prior to graduation, students should complete the online Intent to Graduate form via My NDC to receive an official graduation audit from the Registrar's Office. TEEL students do not complete the Intent to Graduate form as it is not a degree seeking program. TEEL students should contact the Education Department when they are close to finishing their program.

The image shows a screenshot of the Notre Dame College website. On the left, the navigation menu includes 'Home', 'Academics', 'Academic Services', and 'Career'. The 'Academics' link is highlighted with a red circle. Below the navigation, there is a dropdown menu for 'ACADEMICS' with 'Home' selected. On the right, the 'My Degree Progress' page is visible. It shows a student's name (redacted), the 'Undergraduate Program', and a 'Requirements Summary' table. The table lists 'Overall Statistics UG' (Not Met), 'CORE Curriculum' (Met), and 'Business Administration' (Not Met). A 'View All Details' button is circled in red at the bottom of the table.

Name	Status
Overall Statistics UG	✗ Not Met
CORE Curriculum	✓ Met
Business Administration	✗ Not Met

Click Academics on your home page once you have logged in. Near the bottom of the next screen, you will see My Degree Progress. Click View All Details to view your degree progress. One year prior to graduation, you should complete the online Intent to Graduate form via My NDC to receive an official graduation audit from the Registrar's Office. In order to graduate, you will need to:

- Have earned a minimum of 120 semester hours of credit.
- Have successfully completed courses fulfilling the Notre Dame College Core Curriculum
- Have successfully completed courses and experiences fulfilling the chosen major field of study.
- Have earned a minimum overall cumulative GPA of 2.0.
- Have earned the minimum cumulative GPA required by their major (see specific programs for the GPA requirements).
- Complete 50% percent of major coursework at Notre Dame College.
- Complete a minimum of 30 credits at Notre Dame College.
- Have earned a minimum of 36 credits of upper-biennium (300-400) courses.



Degree Info

Degree: Bachelor of Arts
Program: Undergraduate Program
Major 1: Business Administration (GPA 3.461)
Major 2:
Minor 1:
Minor 2:
Concentration 1:
Concentration 2:
Catalog: UG18

Academic Info

Credits Earned: 85.00 (Residential 85.00 Transfer 0.00)
Overall GPA: 3.475 (Residential 3.475 Transfer 0.000)
Last Term GPA: 3.600
Academic status: In Good Standing
Classification: Junior

Advisors

Mauceri, Anthony J. - Primary Advisor, UNDG
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Expand All

Requirements Summary

Table with 5 columns: TITLE, CUMULATIVE HOURS, CUMULATIVE GPA, RESIDENTIAL HOURS, RESIDENTIAL GPA. Rows include Overall Statistics UG, CORE Curriculum, Business Administration, and Elective Courses - Credits.

The main progress page shows a summary of your academic information including:

Contact and Classification Info: Your address, NDC email, and your class standing based on Cumulative Credits Earned

Credits Earned: Credits you have completed thus far, it does not include credits for current courses you are taking or "in progress" courses

Cumulative GPA, Major GPA: Must be above a 2.0 to graduate

Resident GPA or Credits: All grades earned and credits taken at NDC, must take a minimum of 30 or 32 credit hours at NDC for graduation (depending on your catalog)

Degree: BA or BS or BSN or MED or MA or MSN

Advisor: The faculty or department assigned to you as an academic advisor

Majors: The majors you have declared with the Registrar's Office, if a major is not listed you need to declare it online via My NDC

Concentrations: If applicable to your major, the concentration you declared is listed, if a concentration is missing you need to declare it via My NDC

Catalog Year: Your audit is based on the year you enrolled at the college (i.e. you enrolled in FA19, SP20 or SU20 -your audit is based on the UG19-20 catalog)

Expand All: Opens up all of your audits so you can scroll down in one view

Degree Audit PDF: This is a report of the same information listed on the online audit. We do not recommend using it as the format can be confusing to decipher

TITLE		CUMULATIVE HOURS	CUMULATIVE GPA	RESIDENTIAL HOURS	RESIDENTIAL GPA
Overall Statistics UG		85.0	3.475	85.0	3.475
CATALOG YEAR	STATUS	REQUIRED	REQUIRED	REQUIRED	REQUIRED
UG18	Not Met	120.0	2.000	30.0	2.000

ⓘ Not Met Hours Earned: 85.0 of 120.0; GPA Needed: 2.000;

Requirements for Overall Statistics UG

Requirement	Status	Needed	Earned
Upper level	Not Met	36.0 Credits; 0 Courses; 1 Sequences	21.0 Credits; 7 Course; 0 Sequences

Requirement	Req	Status	Needed	Earned
Upper Level Coursework	Y	Not Met	Required: 36.0 Credits; 0 Courses	Completed: 21.0 Credits; 7 Course

Course Requirements for Upper Level Coursework

Course	Title	Req	Status	Course Number	Course Title	Term	Grade Earned	Grade Needed	Hours Earned
** 395	** 395		Not Met	See available courses...			P		0
**495	**495		Not Met	See available courses...			D		0
** 3**	Consumer Behavior		Met	BU 301	Consumer Behavior	FA20	A-	D	3.0
** 3**	Human Resources Management		Met	BU 341	Human Resources Management	SP21	A	D	3.0
** 3**	Organizational Behavior		In Progress	BU 345	Organizational Behavior	FA21	N/A	D	3.0
** 3**	Corporate Finance		Met	BU 360	Corporate Finance	SP21	C+	D	3.0
** 3**	Advertising		Met	BU 390	Advertising	SP21	A-	D	3.0
** 3**	Comparative Economic Syste		In Progress	EC 305	Comparative Economic Syste	FA21	N/A	D	3.0
** 3**	Money, Banking and Global		In Progress	EC 331	Money, Banking and Global	FA21	N/A	D	3.0
** 3**	Transformation of Japan: F		Met	HI 332	Transformation of Japan: F	SP20	A-	D	3.0
** 3**	Terrorism		Met	IP 350	Terrorism	SP20	A-	D	3.0

The overall statistics area shows your progress towards the overall credit requirement, the upper level credit requirement, the GPA requirement and the residential hours (# of courses taken at NDC) requirement for graduation. Your overall statistics information is listed in the light gray line and it will show what is “needed” for each requirement and what you have earned. The earned numbers are what you have already earned, they do **not** include registered or “in progress” courses.

The upper level credit requirement is detailed below the overall information. The upper level credit amount earned does **not** include any courses you are currently enrolled in.

TITLE CORE Curriculum		CUMULATIVE HOURS 32.0	CUMULATIVE GPA 3.458	RESIDENTIAL HOURS 32.0	RESIDENTIAL GPA 3.458
CATALOG YEAR UG18	STATUS Not Met	REQUIRED 0.0	REQUIRED 0.000	REQUIRED 0.0	REQUIRED 0.000

Not Met Hours Earned: 32.0 of 0.0; GPA Needed: 0.000;

Requirements for CORE Curriculum

Requirement	Status	Needed	Earned
Written Comm Fluency	Met	0.0 Credits; 1 Courses; 1 Sequences	6.0 Credits; 2 Course; 1 Sequences
Oral Comm Fluency	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Theology Inquiry	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Creative Inquiry	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Literary Inquiry	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Quantitative Inquiry	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Analytical Inquiry-PHIL	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Analytical Inquiry-SCI	Met	0.0 Credits; 1 Courses; 1 Sequences	4.0 Credits; 2 Course; 1 Sequences
Engage Respon-FYS/PG	Met	0.0 Credits; 1 Courses; 1 Sequences	1.0 Credits; 1 Course; 1 Sequences
Engage Respon-Glbl Lrn	Met	0.0 Credits; 1 Courses; 1 Sequences	3.0 Credits; 1 Course; 1 Sequences
Engage Respon-PH 480	Not Met	0.0 Credits; 1 Courses; 1 Sequences	0.0 Credits; 0 Course; 0 Sequences

Sequences for Engage Respon-PH 480

Requirement	Req	Status	Needed	Earned
Engage Respon- PH 480	Y	Not Met	Required: 0.0 Credits; 1 Courses	Completed: 0.0 Credits; 0 Course

Course Requirements for Engage Respon- PH 480

Regardless of what curriculum you are following, the online progress will show what course requirements you have completed by the green “Met” indicator. You can see what course fulfilled that requirement by looking to the left of the green “Met” courses. By looking at the red or “Not Met” courses, you can see the course or a list of courses directly to the left or underneath the red indicator that fulfill the CORE requirement.

TITLE		CUMULATIVE HOURS	CUMULATIVE GPA	RESIDENTIAL HOURS	RESIDENTIAL GPA
Business Administration		21.0	2.480	15.0	2.480
CATALOG YEAR	STATUS	REQUIRED	REQUIRED	REQUIRED	REQUIRED
UG19	Not Met	0.0	2.000	0.0	2.000

ⓘ Not Met Hours Earned: 21.0 of 0.0; GPA Needed: 2.000;

Requirements for Business Administration

Requirement	Status	Needed	Earned
Business Core	Not Met	0.0 Credits; 14 Courses; 1 Sequences	15.0 Credits; 5 Course; 0 Sequences

Sequences for Business Core

Requirement	Req	Status	Needed	Earned
Business Core	Y	Not Met	Required: 0.0 Credits; 14 Courses	Completed: 15.0 Credits; 5 Course

Course Requirements for Business Core

Course	Title	Req	Status	Course Number	Course Title	Term	Grade Earned	Grade Needed	Hours Earned
*A !BU 155	Accounting Principles I	Y	Not Met	See available courses...				D	0
*A !BU 156	Accounting Principles II	Y	Not Met	See available courses...				D	0
*A !BU 230	Marketing Principles	Y	Met	BU 230	Marketing Principles	SP21	C	D	3.0
*A !BU 235	Management Information Sys	Y	Met	BU 235	Management Information Sys	FA20	C	LC	3.0
*A !BU 240	Management Principles	Y	Met	BU 240	Management Principles	SP20	B	D	3.0
*A !BU 360	Corporate Finance	Y	Not Met	See available courses...				D	0
*A !BU 426	Strategic Management	Y	Not Met	See available courses...				D	0
*A !BU 473	Business Law I	Y	In Progress	BU 473	Business Law I	FA21	N/A	D	3.0
*A !BU *95	BU *95	Y	Not Met	See available courses...				P	0
*A !EC 201	Principles of Microeconomy	Y	Not Met	See available courses...				D	0
*A !EC 202	Principles of Macroeconomy	Y	Met	EC 202	Principles of Macroeconomy	FA20	A-	LC	3.0

Your Major progress will show the courses required for your major. Green “Met” courses have been completed. Yellow “In Progress” courses indicates that you are registered for the course next term (this will be listed under term and grade earned will be IP). Red “Not Met” courses still need to be completed.

TITLE		CUMULATIVE HOURS	CUMULATIVE GPA	RESIDENTIAL HOURS	RESIDENTIAL GPA
COACHING MINOR		12.0	3.825	12.0	3.825
CATALOG YEAR	STATUS	REQUIRED	REQUIRED	REQUIRED	REQUIRED
UG18	Not Met	0.0	0.000	0.0	0.000

ⓘ Not Met Hours Earned: 12.0 of 0.0; GPA Needed: 0.000;

Requirements for COACHING MINOR

Requirement	Status	Needed	Earned
⬆️ Coaching Requirements	Not Met	0.0 Credits; 6 Courses; 1 Sequences	12.0 Credits; 4 Course; 0 Sequences

Sequences for Coaching Requirements

Requirement	Req	Status	Needed	Earned
⬆️ Coaching Minor Reqs	Y	Not Met	Required: 0.0 Credits; 6 Courses	Completed: 12.0 Credits; 4 Course

Course Requirements for Coaching Minor Reqs

Course	Title	Req	Status	Course Number	Course Title	Term	Grade Earned	Grade Needed	Hours Earned
HP 153	Care & Prevent Athletic In		Met	HP 153	Care & Prevent Athletic In	SP21	B+	LC	3.0
HP 215	Nutrition: Sport,Fitness,H		In Progress	HP 215	Nutrition: Sport,Fitness,H	FA21	N/A	D	3.0
HP 230	Skills/Coach Team&Individ		Met	HP 230	Skills/Coach Team&Individ	FA20	A	D	3.0
HP 400	Practicum		Not Met	See available courses...				P	0
HP 388	Psychology & Ethics of Coa		Met	HP 388	Psychology & Ethics of Coa	SP20	A	D	3.0
BU 462	Legal Issues in Sports		Met	BU 462	Legal Issues in Sports	SP21	A	D	3.0

Show Less ▲

If applicable, your Minor progress will show the courses required for your minor. Green “Met” courses have been completed, Yellow “In Progress” courses you are registered for the course next term, and Red “Not Met” courses still need to be completed.

TITLE		CUMULATIVE HOURS	CUMULATIVE GPA	RESIDENTIAL HOURS	RESIDENTIAL GPA
Early Chldhd PK-5-TEEL		15.0	0.000	0.0	0.000
CATALOG YEAR	STATUS	REQUIRED	REQUIRED	REQUIRED	REQUIRED
UG20	Not Met	0.0	2.750	0.0	2.750

ⓘ Not Met Hours Earned: 15.0 of 0.0; GPA Needed: 2.750;

Requirements for Early Chldhd PK-5-TEEL

Requirement	Status	Needed	Earned	
Early Childhood	Not Met	0.0 Credits; 0 Courses; 6 Sequences	15.0 Credits; 6 Course; 0 Sequences	
Sequences for Early Childhood				
Requirement	Req	Status	Needed	Earned
Natural Science - Bio	Y	Not Met	Required: 0.0 Credits; 6 Courses	Completed: 6.0 Credits; 3 Course
Social and Behavior Reqs	Y	Not Met	Required: 0.0 Credits; 7 Courses	Completed: 9.0 Credits; 3 Course

Course Requirements for Social and Behavior Reqs

Course	Title	Req	Status	Course Number	Course Title	Term	Grade Earned	Grade Needed	Hours Earned
*A !GO 200	World Geography	Y	Not Met	See available courses...				D	0
*T !HI 110	History of Civilization II	Y	Met	HIST 11051	History of Civilization II	OTHER	CR	D	3.0
*T !HI 200	U.S. Formative Period	Y	Met	HIST 12070	U.S. Formative Period	OTHER	CR	D	3.0
*T !PY 201	General Psychology	Y	Met	PSYC 11762	General Psychology	OTHER	CR	D	3.0
*A !SO 201	Introduction to Sociology	Y	Not Met	See available courses...				D	0
*A !PO 111	American Gov't & Politics	Y	Not Met	See available courses...				D	0
Or 1 of the following:									
	PO 210		Not Met	See available courses...				0	
*A !EC 100	Economics & Contemporary I	Y	Not Met	See available courses...				D	0

TEEL Students: Teacher Education Evening Licensure (TEEL) is a licensure only program and does not result in a degree, but rather the Ohio Department of Education (ODE) issues you a teaching license based on your completion of the program and any corresponding Pearson tests. When you are nearing the end of your program, you need to **coordinate with the Department of Education so they can review your course work and test results and provide that documentation to ODE.** The office of the Registrar does **not** audit TEEL students.

Depending on your licensure program, you will have **course requirements** to complete (see above) and a series of courses related to your **content area** (see next page for sample). The green “Met” is for completed courses, red “Not Met” are for courses you still need to complete, and yellow “In Progress” are for courses you are currently enrolled in or ones you are registered for in the next term.

Course Requirements for Early Child Core

Course	Title	Req	Status	Course Number	Course Title	Term	Grade Earned	Grade Needed	Hours Earned
*A !ED 221	Role of Phonics in Reading	Y	Not Met	See available courses...				C	0
*A !ED 265	Fdtns Early & Middle Child	Y	Not Met	See available courses...				C	0
*A !ED 332	Reading Across Curric ECE	Y	Not Met	See available courses...				C	0
*A !ED 355	Assess&Correct/Rdg Disabil	Y	Not Met	See available courses...				C	0
*A !ED 376	Developmtl Rdg Instruction	Y	Not Met	See available courses...				C	0
*A !ED 379	Music, Creative Arts, Phys	Y	Not Met	See available courses...				C	0
*A !ED 380	Field Experience: Reading	Y	Not Met	See available courses...				C	0
*A !ED 443	Instructional Methods in	Y	Not Met	See available courses...				D	0
*A !ED 444	Instructional Methods in E	Y	Not Met	See available courses...				D	0
*A !ED 480	Student Teaching	Y	Not Met	See available courses...				C	0
Or 1 of the following:									
	ED 412		Not Met	See available courses...				0	
	ED 414		Not Met	See available courses...				0	
	ED 495		Not Met	See available courses...				0	
Show Less ▲									

Elective Courses - Credits						
	Title	Course	Term	Hours	Grade	Is Met
*T	Biol Structure & Function	BSCI 20020	OTHER	2.0	CR	N
*T	Intro-College Math	MATH 10005	OTHER	1.0	CR	N
*T	Intro-College Math	MATH 10005	OTHER	2.0	CR	N
Show Less ▲						