Running your Degree Requirements Evaluation (CAPP)

1. Go to the SIS website (https://sis.umflint.edu), and Login using your uniqname and LAN password.

2. Select **Student Services** from the Main Menu

3. Select **Student Records**

4. Select **Degree Evaluation**
   
   If prompted for a Term, select the Current Term and click Submit.

5. Your current student curriculum information will display.

   Check your degree, major, minor, concentration and anticipated degree date. If incorrect, please contact the Registrar’s Office by using the Change of Major form which is available at [http://www.umflint.edu/registrar/common_forms.htm](http://www.umflint.edu/registrar/common_forms.htm).

6. Select the **Generate New Evaluation** link at the bottom of the page. (*Note: If you are enrolled in a "pre" program, are pursuing a second UMF degree, or would like to check the requirements for a different major or minor then proceed to Step 7 to use the 'What-if Analysis' link instead.*)

   **Generate New Evaluation**
   
   **Step 1 : Select the program.** Click the radio button next to the program you wish to evaluate.

   **Step 2 : Select the current term** from the drop down list.

   Click **Generate Request.** Go to Step 8.

7. For “pre” majors, students pursuing a second UMF degree, to view an evaluation for a program other than your current curriculum select the **What-If Analysis** link at the bottom of the page.

   **What-if Analysis**
   
   **Step 1 : Catalog Term.** Select your catalog term from the drop down list (admit term or later), click continue.

   **Step 2 : Program.** Select the desired degree (and college if listed), click continue.

   **Step 3 : Major.** Select the desired first major. Click **Submit** if there are no concentrations, minors, or 2nd major to add and you will proceed to Step 5. If there are concentrations or specializations associated with this major, click the **Add More** button.

   **Step 4 : Concentration.** Select the concentration(s), if any, from the drop down list. Click Submit or click Add More to select Minor(s) and/or additional major/concentrations.

   **Step 5 : Evaluation term.** The current term will be displayed in the drop down list, do not change this.

   Click **Generate Request.**

To evaluate a different program, select the **What-If Analysis** link at the bottom of your screen and repeat from step 7.

**IT IS STRONGLY RECOMMENDED THAT YOU MEET WITH YOUR ADVISOR REGARDING YOUR GRADUATION REQUIREMENTS**
Understanding Your Degree Requirements Evaluation (CAPP)

Catalog Term: Degree requirements for the 2007-2009 catalog and later. Adjustments may need to be made for prior catalog terms, please see your advisor.

Total Required: Minimum Overall credits for program

Required Institutional: Minimum of 45 UM-Flint hours required

Last Number Inst Req: 30 hour rule – last 30 hours of program must be completed at UM-Flint

Program GPA: <not used>

Overall GPA: Minimum Overall GPA (usually 2.0 for UG programs, 5.0 for GR programs)

Areas - an Area is a block of requirements set up within CAPP. The Area name will display, along with a brief description, followed by either "Met" or "Not Met".

Program requirements are split into several Areas and are usually listed in the following order. Some areas may not appear for some degrees.

1) Major requirements
2) Concentrations
3) Minors
4) Other program/major related areas
5) General Education
6) General Education Distribution
7) Other Gen Ed requirements
8) Electives
9) Upper Level (33 credits of 300 or above, if required)
10) General Education, 50 hours and 40 hour rule
11) Major GPA(s)
12) Incomplete grades

Misc:
Always check the Electives area for courses that may be able to fulfill a requirement. Check with your advisor if you have questions about substitutions or waivers.

Watch for text messages indicating special requirements of this degree (usually in red).

Legend:

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<th>Met</th>
<th>Condition</th>
<th>Rule</th>
<th>Subject</th>
<th>Attribute</th>
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<th>High</th>
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<td></td>
<td>Yes or No</td>
<td>Name of the rule/requirement</td>
<td>Required Course Subject (ie, MTH, ENG, etc)</td>
<td>Required General Education Attributes: (see chart below)</td>
<td>Required Course Number, if single course or low number of a range of courses</td>
<td>Usually blank, see “Credit” column</td>
<td>Usually blank, see “Subject column”</td>
<td>Term this requirement was fulfilled</td>
<td>Course Subject used to fulfill this requirement</td>
<td>Course Number used to fulfill this requirement</td>
<td>Title of Course used to fulfill this requirement</td>
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Current General Education Attributes:

FYE = First Year Experience
H = Humanities
S = Social Science
GS = Global Studies
F = Fine Arts
HW = Health and Well Being
FQ = Finance and Quantitative Literacy
N/NL = Natural Science/Lab
T = Technology
CAP = Capstone