



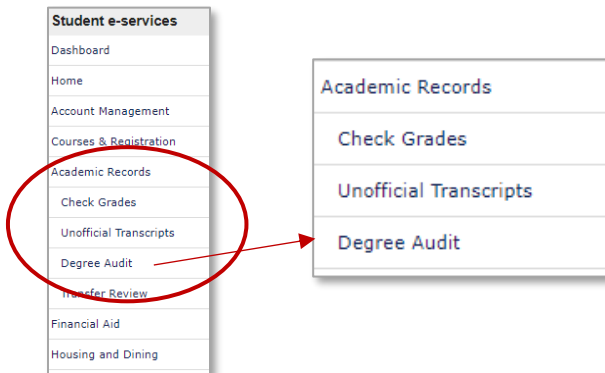
How to Run a 'What-If' Degree Audit

Steps

Follow these steps to run a **What-If** degree audit.

- Login to your eServices account

- Select **Academic Records** on the left-hand navigation and then select **Degree Audit**



- Select **Request a Degree Audit**

[Request a Degree Audit](#) (this link will open in a new window/tab)

Degree Audit is a self-directed, automated electronic tool for tracking your progress toward completing an academic program (degree, diploma, or certificate). It provides a personalized listing of required, completed, in-progress, and needed courses.

[Request a Degree Audit](#) (this link will open in a new window/tab)

Select "Run Declared Programs" to generate an audit of the major/program you have declared at your school

Or

"Select a Different Program" to create a "What-If" audit so you can see how your coursework would apply toward other programs

Resources and Tutorials are available at minnstate.edu

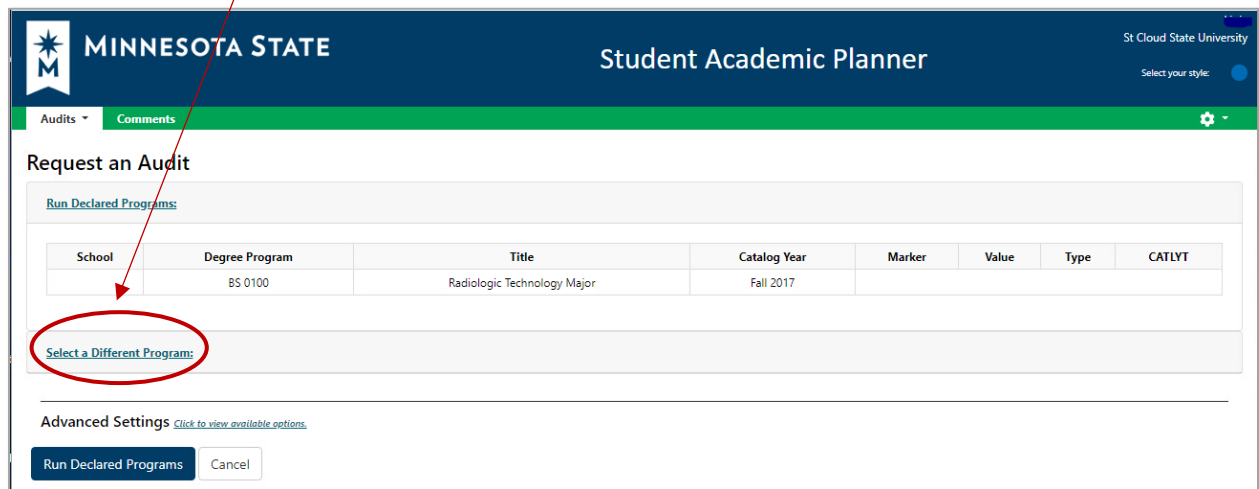
- Search "Degree Audit"
- Select "Degree Audit (DARS) - Minnesota State"
- Select **RESOURCES AND TUTORIALS**

- Enter your **StarID**, enter your **Password**, and select **Sign on**.



The image shows a login form for Minnesota State. At the top left is the Minnesota State logo, which consists of a white star above a white 'M' on a blue background. To the right of the logo, the text 'MINNESOTA STATE' is written in white on a dark blue background. Below this is a white form area with three main sections: a 'StarID' label above a white text input field, a 'Password' label above another white text input field, and a green rectangular button with the text 'Sign on' in white. Three red arrows point from the right side of the form towards the StarID input field, the Password input field, and the Sign on button.

- After you sign on, your Student Academic Planner will open on the **Request an Audit** page.
- **Select a Different Program** to create a **What-If** audit so you can see how your coursework would apply toward other programs



The image shows the 'Request an Audit' page in the Minnesota State Student Academic Planner. The page has a dark blue header with the Minnesota State logo on the left, 'MINNESOTA STATE' in the center, and 'Student Academic Planner' on the right. In the top right corner, it says 'St Cloud State University' and 'Select your style:'. Below the header is a green navigation bar with 'Audits' and 'Comments' tabs. The main content area is titled 'Request an Audit' and contains a section for 'Run Declared Programs'. This section includes a table with the following data:

School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT
	BS 0100	Radiologic Technology Major	Fall 2017				

Below the table is a link that says 'Select a Different Program:', which is circled in red. At the bottom of the page, there are 'Advanced Settings' with a link to view available options, and two buttons: 'Run Declared Programs' and 'Cancel'.

- Select a **Program** from the drop-down list.
- Select a **Catalog Year** from the drop-down list.

MINNESOTA STATE Student Academic Planner

Audits ▾ Comments

Request an Audit

[Run Declared Programs:](#)

[Select a Different Program:](#)

Choosing a degree program here will not change your declared degree program.

Program: ▾

Catalog Year: ▾

Advanced Settings [Click to view available options.](#)

Run Different Program Cancel

- Select **Run Different Program** to generate the **What-If** audit for that major/program

MINNESOTA STATE Student Academic Planner

Audits ▾ Comments

Request an Audit

[Run Declared Programs:](#)

[Select a Different Program:](#)

Choosing a degree program here will not change your declared degree program.

Program: Accounting, BS

Catalog Year: Fall 2020 Clear Selections

Add: Minor

Advanced Settings [Click to view available options.](#)

Run Different Program Cancel

- **Your Audit is Loading** will appear on your screen, which means the system is creating your audit.

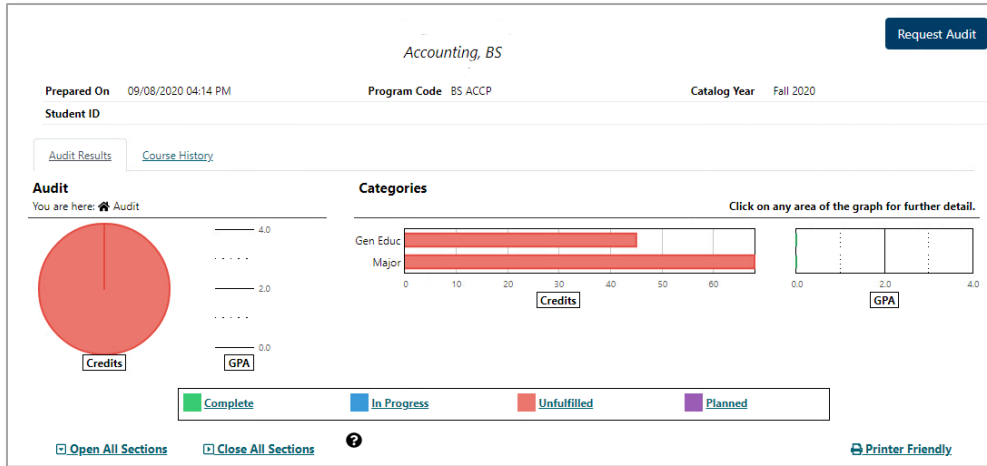
MINNESOTA STATE Student Academic Planner

Audits ▾ Comments

Your Audit is Loading

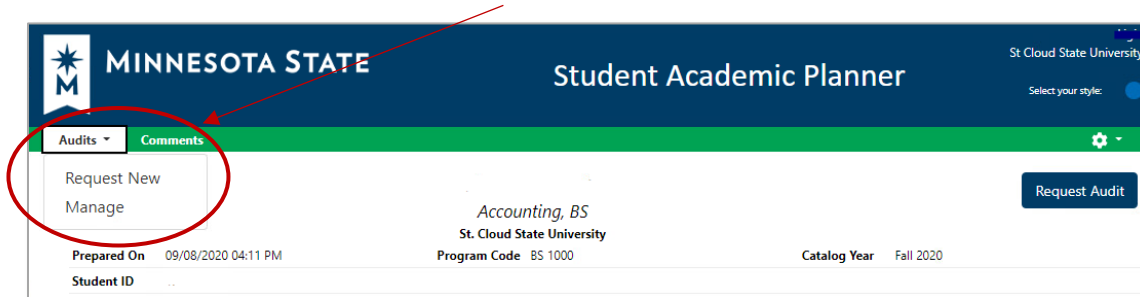
Your audit will be ready momentarily([more...](#))

- Your **What-If** degree audit will automatically display
- For more information about your audit, see [How to Read Your Degree Audit](#)



From the **Audits** tab:

- Select **Request New** to return to the **Request an Audit** page
- Select **Manage** to view your recently **Completed Audit Requests** page



- Your **Manage** screen will display your **Completed Audit Requests**.

Completed Audit Requests

These are the audits that have been run in the past for this student's record. Hitting the 'Run Audit' button will run a new audit report. Deleting audits removes them from this list.

ID	Instdc	Program	Catalog Year	Created	Audit Type	Format	Title	Run By	Course Type	View	Delete
33946416		SMNTC	Fall 2020	09/08/2020 4:21 PM		HTML	Minnesota Transfer Curriculum	Student		View Audit	<input type="checkbox"/>
33946415		BS 0100	Fall 2017	09/08/2020 4:21 PM		HTML	Radiologic Technology, BS	Student		View Audit	<input type="checkbox"/>
33946413		BS 1000	Fall 2020	09/08/2020 4:11 PM	WHAT-IF	HTML	Accounting, BS	Student		View Audit	<input type="checkbox"/>