

How to Read and Use NMU's Online Degree Audit System

How to access the CAPP evaluation

Login to my.nmu.edu

1. Click 'Student Services' Tab
2. Click 'View/Run CAPP Degree Evaluation'

Generating your Evaluation

1. Select the Current Academic Term
2. A screen that displays your current degree in progress will be shown, click 'View Previous or Run New Evaluation'
3. Click 'Generate New Evaluation' (Previous evaluations can be examined by clicking above.)
4. Click 'Generate Request'
5. On the following screen, click 'Degree Evaluation', then 'Submit'

The Degree Evaluation: How to Read and Utilize

- Program Evaluation lists degree type, major, minor, etc. The evaluation will run without all required components declared.

Required/Used Credits

- 'Met' refers to conditions being satisfied.
- Total Required: The total credits required for a degree. Used indicates how many credits have been earned and applied to your degree.
- The last 20 of 30 credits must be taken at NMU.

Other Things to Note

- Courses a student has registered to take or are currently taking are indicated as a **RED 'R'** under the source column on the far right side of the evaluation. They are also highlighted.
- Courses completed lists grades earned
- If registered courses are not completed successfully, requirements will change to **'Not Met'**

Liberal Studies

- Broken down into:
 - Composition
 - Divisions 2-6
 - 300 Level & NS Lab Requirement
 - World Cultures
- Each Category will indicate 'not Met' or 'Met' next to the title.
- Condition usually has 'AND', meaning that requirement has a corresponding course.

Read Evaluation from Left to Right

- Yes / No refers to whether or not the requirement has been met. Following is the course or other degree requirement, then the course taken that fulfills the requirements.

Read All Text in 'Description Field of Each Section'

- Specific criteria of your program are listed here, such as minimum grades or GPAs. Read all of this info.

Total Credits & GPA

- At the end of each section, the total number of credits earned and in progress will be listed.
- The number of credits in the top right corner must be matched or exceeded by the number in the lower right corner in order for that section to be 'Met'.

General Electives

- Last section of evaluation
 - Amount of elective credits varies on degree
 - Speak to your adviser to determine how many electives you need
 - Examine courses in general electives; if a minimum grade for a course required for a major is not met, it will move to General Electives until course is retaken and minimum grade is earned.