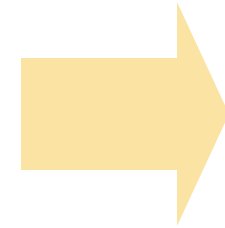


How to Request a Degree Audit...



Valencia Community College 2008-09.

VALENCIA

Atlas URL

<http://portal.valencia.cc.fl.us/cp/home/loginf>

VALENCIA

Welcome to **Atlas** at
Valencia Community College

Log in to Atlas

User Name

PIN

[Sign up for an account](#)

[Forgot your PIN?](#)

[Forgot your user name?](#)

[Other questions?](#)

About Atlas

Atlas is Valencia's online learning community that connects you to the resources you need to succeed.

Students

- Your Valencia Email
- Class Registration
- Financial Aid
- LifeMap Resources
- Your Grades
- Orientation Registration
- Your Calendar
- Your Course Schedule

Faculty & Staff

- Your Time Sheets
- Your Pay Stubs
- Tax Forms

Atlas Alerts

Atlas is now running.

Thank you for your patience.

powered by
SUNGARD HIGHER EDUCATION

1. Log into your Atlas account



Once logged into Atlas...

VALENCIA

Atlas VALENCIA'S ONLINE LEARN

My Account | Welcome Charli Atlas
Content/Layout | You are currently logged in.

Student Services | My Atlas | My Courses | Academic Life | My LifeMap | Registration | College Services

Valencia Resources

- Valencia Home Page
- Advising & Counseling
- Assessment Services
- Business Office
- Faculty Websites
- Financial Aid
- Computer Labs
- Libraries
- FACTS.org
- Bookstore
- Valencia Catalog

Student Services

Registration, Records, and Financial Aid
Register for Classes; Withdraw from Classes; View Grades; View Holds; Request Official Transcripts; View Unofficial Transcripts; View Degree Audit; Apply for Parking Permits

Class Search Tutorial

Personal Information
View and Update Your Address

Business Office

Account Summary & Tuition Payment Options

Important Business Office Definitions
Familiarize yourself with important definitions that impact your tuition and fee payment.

Tuition & Fee Schedule
Review tuition and fees and methods of payment.

Information on Tuition Installment Plan
Valencia now offers you an option to defer a portion of your tuition and fees past the payment deadline date. Click the link above for more details.

Refund Policy

Financial Aid Reminders

Atlas Resources

- Atlas Student Help Desk 407-582-5444
- If you have questions about registration, please email askatlas@valenciacc.edu.
- WebLUI

2. Click on the 'Student Services' tab.

3. Click on the 'Registration, Records, and Financial Aid' link.



Student Services...

Personal Information Student and Financial Aid

Search



Student Services & Financial Aid

[Credit Class Schedule Search](#)

Look up class schedule for upcoming term before registration begins

[Registration](#)

Check your registration status; add or drop classes; withdraw from

[Student Records](#)

View your holds; display your grades, transcripts and degree audit

[Financial Aid](#)

Apply for Financial Aid; review the status of your financial aid application requirements; review loans

[Online Payment](#)

View the total charges on your account, then pay online

[Parking Permits](#)

Apply for a temporary parking permit. For instructions on how to use



RELEASE: 7.3.2

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4. Click on 'Student and Financial Aid.'
5. Click on the 'Student Records' link.



Student Records...

Personal Information

Student and Financial Aid

Search

Go

Student Records

[View Holds](#)

[Midterm Grades](#)

[Final Grades](#)

[Grade Detail](#)

[Academic Transcript](#)

[Request Transcripts](#)

[Degree Audit](#)

[View Status of Transcript Requests](#)

[Account Summary by Term](#)

[Account History](#)

[Select Tax Year](#)

[Tax Information](#)

[Tax Notification](#)

[Student Information](#)

[Class Schedule](#)

[Enrollment Verification](#)

RELEASE: 7.3.2

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6. Click on 'Degree Audit.'




Select the current term...

Personal Information Student and Financial Aid

Search

Select Current Term

 Please select the current term

Select a Term:

RELEASE: 7.3

- Summer 2008 Credit Courses
- Summer 2008 Credit Courses
- Spring 2008 Credit Courses
- Fall 2007 Credit Courses
- Professional Development 0708
- Summer 2007 Credit Courses
- Spring 2007 Credit Courses
- Fall 2006 Credit Courses
- Professional Development 06/07
- Summer 2006 Credit Courses
- Spring 2006 Credit Courses
- Fall 2005 Credit Courses
- Professional Development 05/06
- Summer 2005 Credit Courses
- Spring 2005 Credit Courses
- Fall 2004 Credit Courses
- Summer 2004 Credit Courses
- Spring 2004 Credit Courses
- Fall 2003 Credit Courses
- Summer 2003 Credit Courses
- Spring 2003 Credit Courses
- Fall 2002 Credit Courses
- Summer 2002 Credit Courses
- Spring 2002

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7. Select the current term from the list.
8. 'Submit'



Generate New Degree Audit...


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Personal Information

Student and Financial Aid

Search

Degree Audit Record

 You may generate a degree evaluation for the curriculum(s) listed below. To view evaluat

Curriculum Information

Primary Curriculum

Program: [AA: General Studies](#)

Catalog Term: Fall 2002 Credit Courses

Level: Credit

Campus:

College: Advanced and Professional

Degree: Associate in Arts Degree

First Major: AA General Studies

[[Previous Degree Audits](#) | [Generate New Degree Audit](#) |

9. Click on 'Generate New Degree Audit,' link on the bottom of the page.




Generate Request...

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Personal Information Student and Financial Aid

Search


Generate New Degree Audit

 To generate a new evaluation, select a program, degree, major and anticipated graduation term

Program: AA: General Studies

Degree: Associate in Arts Degree

Major: AA General Studies

Term: 

10. Check the *radio button* for the 'Program' you are following. Note that to request a change of Major, you need to stop by the Answer Center on campus.
11. Select the expected graduation term from the list.
12. Click on the 'Generate Request' button.



Detail Requirements...

Personal Information

Student and Financial Aid

Search

Go

Degree Audit Options



Please select the desired display.

General Requirements

Detail Requirements

Additional Information

Submit

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13. Select the 'Detail Requirements' option.

14. Click 'Submit'



Print your Degree Audit...

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Program Evaluation

Program : AA: General Studies
Campus :
College : Advanced and Professional
Degree : Associate in Arts Degree
Level : Credit
Majors : AA General Studies
Departments :

Catalog Term :
Evaluation Term :
Expected Graduation Date :
Request Number :
Results as of :
Minors :
Concentrations :

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	No	60.000	0.000		0
Program GPA :	No	2.00	.00		
Overall GPA :	No	2.00	.00		

Other Course Information

Transfer : 0.000 0

*** This is NOT an official evaluation. ***

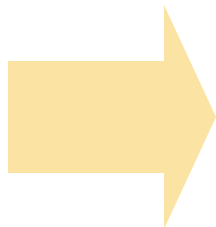
Area : AA Communications Requirement (9.000 credits) - Not Met

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	St
No		ENC1	Composition I Requirement							
No	AND	ENC2	Composition II Requirement							
No	AND	SPC	Speech Requirement							

15. A detailed Degree Audit is full of useful information:
- Areas of Study that need to be met
 - Credit Hours required/used
 - Mandatory courses that are left for you to take.

AA degrees students, please stop by to see an Advisor at the Advising and Counseling Office nearest to you.

AS and AAS degrees students, you can go to see the Career Program Advisor with whom you have been working.



Do not forget to print out your Degree Audit!

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AA degrees students, please stop by to see an Advisor at the Advising and Counseling Office nearest to you.

AS and AAS degrees students, you can go to see the Career Program Advisor with whom you have been working.

done!

Feel free to contact the **Graduation Office** at graduation@valenciacc.edu

Note you can also stop by the **Atlas Lab** on campus for assistance.

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