

WHAT EVERYONE NEEDS TO KNOW ABOUT THE ACADEMIC PLAN

The PowerCAMPUS Academic Plan progress report is a worksheet to aid students and advisors in determining which of the **general education** degree requirements have been met, and the requirements that still need to be completed. It is not an official statement of work completed at Goucher. The transcript is the official record of a student's academic work.

How to view the academic plan report:

1. Under the **Academic Plan heading**, there are four options. The first option will show the current academic plan report.
 - Click on the first option, “*View Academic Plan*”.
 - Maximize the window.
 - Note: If you try to view your academic plan and get the following message:
“You currently do not have any Degree Requirements defined”
This means that your catalog year is not defined in your academic record for the current term. If this happens, contact the registrar (registrar@goucher.edu) to indicate that you received this message.
 - In the meantime, you can view an academic plan by choosing the second option “*Create new ‘What If...’ Academic Plan*”. From the dropdown menus, choose your current primary Program/Degree/Curriculum and the year/term that you started at Goucher as a degree candidate.
 - The year/term will determine which set of General Education requirements the academic plan will analyze for you.
 - The ‘What If...’ options allow the user to run the plan against a different major. However, the requirements for each major are not defined in the current academic plan setup, and it is only looking at Gen Ed requirements. Therefore there is no difference between the plan report that is shown to you, and any other "what if" situation.
2. Your matriculation year/term and current primary program/degree/curriculum will be displayed. Click on the button to *View Academic Plan*. Click on the button to *Expand All Views*. This is the easiest way to look at the report.
3. Each section represents a general education requirement, and lists all of the possible courses that fulfill it. A red check mark will appear next to the course that has been completed and satisfies the requirement. A “P” next to a course means that it is “in progress”, and will change to a red check when graded with a passing grade.

WHAT EVERYONE NEEDS TO KNOW ABOUT THE ACADEMIC PLAN

- Note: Theoretically, when a requirement has been satisfied, the section heading will be checked as completed and the section will collapse to show only the completed course. This does not always happen – the college has informed the vendor of the software about this problem.
4. When viewing the summary lines after each requirement, the *course* line is the one to watch. The plan is configured to count number of courses, not credits.
 5. Several requirements were divided into A and B, to separate the more complicated requirements containing ands & ors. The student only has to fulfill one area, A or B.
 - For example, in the old general education requirements or geneds, the Natural Sciences are divided into NATSCIA and NATSCIB. In the new geneds, this might be GENED8A and GENED8B.
 6. If you have been granted an exception to any of the requirements, the registrar will enter an *override* to indicate that the requirement has been satisfied in another way (for example, a portfolio of writing or art work or study abroad or transfer work.)
 7. Transfer students are not required to take FYE or Frontiers. The system does not give transfer students an automatic ‘bye’ on Frontiers and FYE. These requirements will not show as fulfilled for transfer students unless an override is placed on the requirement.

Known issues that have been reported to the vendor of the software:

- The PowerCAMPUS Academic Plan will never show 100% completion on the final summary line. (See #5 and #7 above).
- The plan will not count the same course for two different requirements, even though it is allowed by Goucher. Most students will fulfill the second requirement with a different course anyway, but overrides could also be used.
- The plan does not automatically check distribution across divisions.
- The requirements sections do not always collapse when completed.

Note about General Education Requirements:

- All incoming first year students and all students who transferred into Goucher with less than 27 credits Fall 2006 or Spring 2007 are subject to the new general education requirements. All new first year and transfer students who entered Goucher Fall 2007 or Spring 2008 are subject to the new general education requirements.