



# Goucher College Academic Plan

## Frequently Asked Questions (FAQs)

August 2025

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## Introduction

This FAQ is intended to help students, faculty, and advisors understand and effectively use the **Academic Plan** feature in myGoucher to track academic progress and verify degree requirements. It is not an official statement of work completed at Goucher. The transcript is the official record of a student's academic work.

This document addresses frequently asked questions about accessing, creating, and updating academic plans in myGoucher.

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## General Overview

### 1. What is an academic plan?

An academic plan is a personalized roadmap outlining the courses and milestones required to complete a degree program. It provides an overview of a student's academic path, and course completion helping ensure timely progress toward graduation.

### 2. Why is using an academic plan important?

Academic plans provide structure, minimize scheduling conflicts, ensure prerequisite sequencing, and help students graduate on time.

### 3. Who creates or approves the academic plan?

Students work with their academic advisors to follow plans based on the graduation requirements listed in the catalog when planning for registration and schedule changes. Final approval typically comes from the advisor or the department.

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## Access the Academic Plan

### 4. How can faculty view a student's academic plan?

Faculty can view a student's academic plan by clicking Academic Plan tab from the student's profile page in myGoucher.

### 5. How do students view their academic plan?

Log into [myGoucher Self-Service](#), navigate to the "Academics" tab, then select "Academic Plan." Get more instructions from "What Everyone Needs to Know about the Academic Plan document."

### 6. Can I access my academic plan on a mobile device?

Yes, myGoucher is web-based and accessible via mobile browsers, though full functionality is best viewed on a desktop.

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## Using the Academic Plan

**7. How do I create or update my academic plan?**

Academic Plans will be assigned as part of the Major & Minor Declaration process. Meet with your academic advisor to draft or revise your academic plan. Advisors may enter the plan directly into myGoucher or guide you through the process. For more information review the [Declaring Your Major or Minor Policy](#).

**8. Can I make changes to my plan on my own?**

Students electing to Delete a Major, Minor, or Concentration should follow the steps listed in the [Declaring Your Major or Minor Policy](#). Modifications (like course substitutions or waivers) for an existing Plan are at the discretion of the academic department. Department Chairs and Program Coordinators notify the Office of the Registrar for any approved substitutions or waivers.

**9. What happens if I don't follow the academic plan exactly?**

Deviating from the plan may affect your graduation timeline, course availability, or prerequisites. Always consult your advisor before making changes.

**10. What about non-course related requirements?**

Department Chairs and Program Coordinators notify the Office of the Registrar for student completion of non-course related requirements in an Academic Plan.

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## Monitoring Your Academic Plan

**11. Who monitors my academic progress using the plan?**

Advisors regularly review your academic plan and progress, especially during registration and advising periods.

**12. Will my academic plan automatically update when I register or complete courses?**

Yes. The academic plan in MyGoucher will automatically update when new courses are added to your schedule or final grades are assigned in the system.

**13. What should I do if my academic goals change (e.g., new major or minor)?**

Meet with your advisor to revise your academic plan accordingly and ensure it aligns with the new program's requirements.

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## Preparing for Graduation

### 14. How can the academic plan help me prepare for graduation?

It ensures you complete all required coursework in the correct sequence and within your desired timeline, reducing the risk of last-minute surprises.

### 15. Can I use the academic plan to apply for graduation?

The academic plan supports graduation preparation but is not a substitute for the official graduation application process.

### 16. Who should I contact if I have questions about my academic plan?

Start with your academic advisor, who can review your plan and help with any necessary adjustments. The registrar's office may also assist with policy-related concerns.

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## Using the "What If" Feature

### 17. What is the "What If" feature?

The "What If" feature allows you and your advisor to explore how completed coursework would apply to a different major, minor, or concentration. It's a helpful tool for evaluating the potential benefits and drawbacks of switching programs or adding a new one. For official program requirements and policies, especially regarding overlapping coursework between multiple programs, please refer to the college catalog.

- [Undergraduate Catalog](#)
- [Graduate Catalog](#) (PDF)

Students should submit the appropriate forms to declare or change majors, minors or certificates, which are available on the registrar's office website.

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## Getting Help

### 18. What do I do if I have technical questions about access to myGoucher.

Contact the [Help Desk](#) if you have any technical questions about myGoucher.

### 19. How do I get help if I have questions?

- For academic plan questions, contact your advisor.
- For registration questions, contact the [Office of the Registrar](#).
- For technical concerns, contact the Help Desk at [helpdesk@goucher.edu](mailto:helpdesk@goucher.edu), or call 410-337-6322.