Contents

Academic Requirements ......................................................................................................................................................... 3

*Satisfied Requirements ....................................................................................................................................................... 4

*Not Satisfied Requirements ................................................................................................................................................ 5

Course History..................................................................................................................................................................... 5
1. From the Advisor home page, click the Student Advising tile.

2. Enter the Student ID and click Search.

   **Note:** In the new SIS, the student’s ID was derived by replacing the “A” in the current APID with the number “1” (e.g., APID = A1234567 is ID = 11234567 in the new SIS). If you do not know the ID, search by Last Name/First Name, Campus ID, etc.

The Student Advising page will open with the Student Center tab displaying.
Academic Requirements

3. In the Academics section, click the drop-down and select **Academic Requirements**.

4. Click the two-arrowed ‘go’ button.

The student’s **My Academic Requirements** page will open.

The top half of the page will display the student’s Current Academic Program details, with all requirements listed at the bottom of the page.

**Note**: If the student has multiple academic programs (i.e., an undergraduate program and a graduate certification for teaching), requirements for both programs will be listed. To view requirements for only a single program:
• Click the Select Institution/Career drop-down.

• Select the program from the list (in this example, Michigan State University > Undergraduate).

• Click the Change button.

The bottom half of the page will list the requirements for the selected program.

**Satisfied Requirements**

Requirements that have been **satisfied** are marked with a checkmark and the section will be collapsed.

• Click the expand arrow icon next to a requirement to open the section and review the course(s) that were used to satisfy the requirement.

• In the example below, the **Tier 1 Writing** requirement was satisfied with the Writing as Inquiry course taken Spring Semester 2017.
• Click the collapse arrow icon to close the section.

Not Satisfied Requirements

Requirements that are not satisfied are marked with a red “X” and the section will be expanded.

In the example below, the Mathematics BA1 major requirement is not satisfied as the \textit{(25)-Laboratory requirement} has not been met.

Course History

Scroll to the bottom of the page to review the \textbf{Course History} section listing all courses the student has taken.
Click any column heading to sort the list. **Note:** If sorting by term, the results will appear alphabetically, not necessarily in chronological term order.