STUDENT INSTRUCTIONS: PLANS
BACKGROUND INFORMATION

**Plans** allows creation of a long-term plan for degree completion and verifies that courses used will fulfill degree requirements.

- Changing your major and/or your concentration will delete your plan, and you will have to make a new one with your advisor.
- **GPA Calculator** and **Term Calculator** are helpful GPA projection tools.

PLANS FEATURES

- There are different Plans views available for you to use. The **Notes** view allows you to view advising notes for each term. Notes can be added by your advisor to either the entire plan, the term or the requirement.

- The **Calendar** view is a more compact view of your courses, term by term.
• The **Audit** view is the default view if you already have a plan. Here you can your plan alongside your degree audit.

• The **Edit** view is the default view if you do not yet have a plan. Here you can only see the plan. Here your advisor can edit and add to the plan.

• Tracking is a feature to help make sure you are “on-track” for your degree. Tracking consists of tracking the entire plan, the individual terms and the requirements. Only critical requirements will be tracked. The following will be considered:
  - On track – a requirement was taken in the term in which it was tracked
  - Off track – a requirement was not taken
  - Warning – a requirement was taken in a later term
PLANS TIPS & TRICKS

- Your advisor will add terms to the plan as you matriculate. Multiple plans will not be created unless you change degree or major.

- A minimum grade can be entered for each requirement.

- Requirements can be marked as **Critical** to be tracked.

CONTACT

If you have any additional questions, please contact our office at jagtrax@augusta.edu.