





Degree Audit

The Degree Audit is a computer-generated evaluation of a student's progress toward a specified degree program. It is NOT an official transcript. Degree Audits are available online prior to registration and a printed copy should be brought to each advising session.

How to Obtain Your Degree Audit Online:

1. Go to <https://my.ucf.edu>.
2. Login to MyUCF using your PID and password.
3. Select "Student Self Service."
4. Go to "Other Academic..." drop down box in your Student Center.
5. Select Degree Audit.

How to Read Your Degree Audit:

- Course Codes
 - **IP** In-progress course
 - **PL** Planned course to be taken
- Special Grades
 - **RG** Current registration
 - **FC** Future registration
- Main Requirements
 - An  to the left of the requirement title indicates that the requirement has NOT been met.
 - A  to the left of the requirement title indicates that the requirement HAS been met.
 - An  to the left of the requirement title indicates that the requirement will be satisfied with the successful completion of in-progress courses (current registration).
 - A  to the left of the requirement title indicates that the requirement will be satisfied with the successful completion of planned courses (future registration).
- Beneath Main Requirements are Sub-Requirements. These are the courses you must satisfactorily pass to fulfill the main requirement.
 - Each Sub-Requirement is numbered.
 - A minus (-) next to the Sub-Requirement indicates that it has NOT been satisfied.
 - A plus (+) next to the Sub-Requirement indicates that it HAS been satisfied.

Pay particular attention to the University Credit Hour Requirement section. Each sub-requirement is numbered. Here you will find:

1. The total hours of the required 120 you have successfully completed (hours added), are currently registered for (IN-P), have planned (planned) and need (needs) and your overall GPA.
2. The total hours of the required 48 semester hours of upper level courses you have successfully completed (hours added), are currently registered for (IN-P), have planned (planned) and need (needs).

3. The university residency requirement.
4. Your UCF GPA which determines your academic standing.

NOTE: Current registration always takes precedence; a requirement that was previously "✓" can change to "IP✓" when the student is currently registered for a course that would fulfill the requirement, even though it has been met. The requirement will revert to "✓" once the semester is completed.

How to Have Your Degree Audit Corrected:

The audit may not be correct the first semester you are enrolled at UCF. A student's transcript, test scores, etc. may not have been evaluated at the time the audit was printed. If the audit is not correct after all transcripts and test scores have been received by the university and have been evaluated, then stop by the Office of Student Services. Please allow the university one academic semester to finalize all documents submitted.