

Processing a “What – If” Audit in DegreeWorks (RO 12.24)

Processing a What - if in DegreeWorks does not change your degree program. To officially change your program, you need to fill out a Change of Program Request form and submit the completed form to the Registrar’s Office for processing. Change of Program forms can be found in the Registrar’s office.

After you have successfully logged in from EdNet you will see this screen which is your degree audit. This block holds all of your important student information.

Worksheets



Student ID [REDACTED]	Name [REDACTED]	Degree Program Bachelor of Arts in Undeclared
Level Undergraduate	Classification Freshman	College Baccalaureate
Major Undeclared	Residency In-State Resident	Campus Glenville
Academic Standing Good Standing	Glenville GPA 3.50	Overall GPA 3.50
Total Undergraduate Credits Earned 6	Total Credits Enrolled 12	
Advisor Clutter, Rachel Email: Rachel.Clutter@glenville.edu	FERPA Release On File with Academic Affairs	Hold(s) 0

Scroll Down Slightly and you will see your Degree Progress and in your Degree Program block you will see information about your degree requirements, what **catalog you are in**, how many credits are required by your degree, and how many credits have been applied to your degree.

Associate of Arts in General Studies INCOMPLETE

Credits required: 60 Credits applied: 12 Catalog year: 2024 - 2025 GPA: 3.50

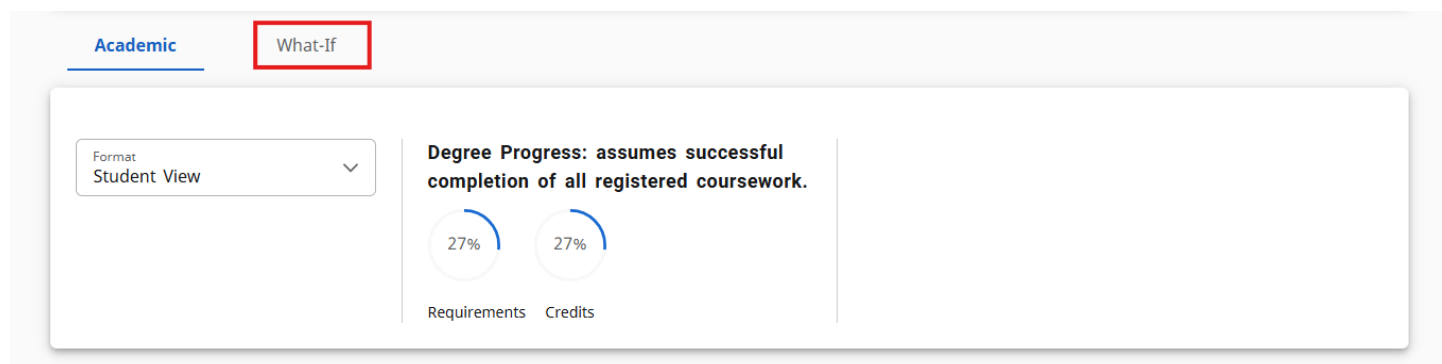
☐	Minimum Required Credits (60 CR)	Still needed:	This degree program requires 60 credit hours. You currently have 12 credit hours and need a minimum of 48 more.
☐	Residency Requirement (15 CR at GSU)	Still needed:	A minimum of 15 credits must be taken at GSU.
☒	Must complete the last six hours prior to graduation at GSU.		
☒	Overall GPA Requirement		Your overall GPA is 2.00 or higher.
☒	Glenville GPA Requirement		Your Glenville GPA is 2.00 or higher.
☐	GSU 100: The First Year Experience	Still needed:	See Requirements for GSU 100 section
☐	General Education Requirements	Still needed:	See General Education section
☐	Major Requirements	Still needed:	See General Studies Major section

Blocks included in this block

[Requirements for GSU 100](#)
[General Education](#)
[General Studies Major](#)

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To process a What-if you will click the “What – If” tab that is directly under the student information block. When selected it will load a new section under your student information. *Using a What-If scenario does not formally change your degree program, to formally do so you need to fill out the Change of Program form. This form is available in the Registrar’s Office forms.*

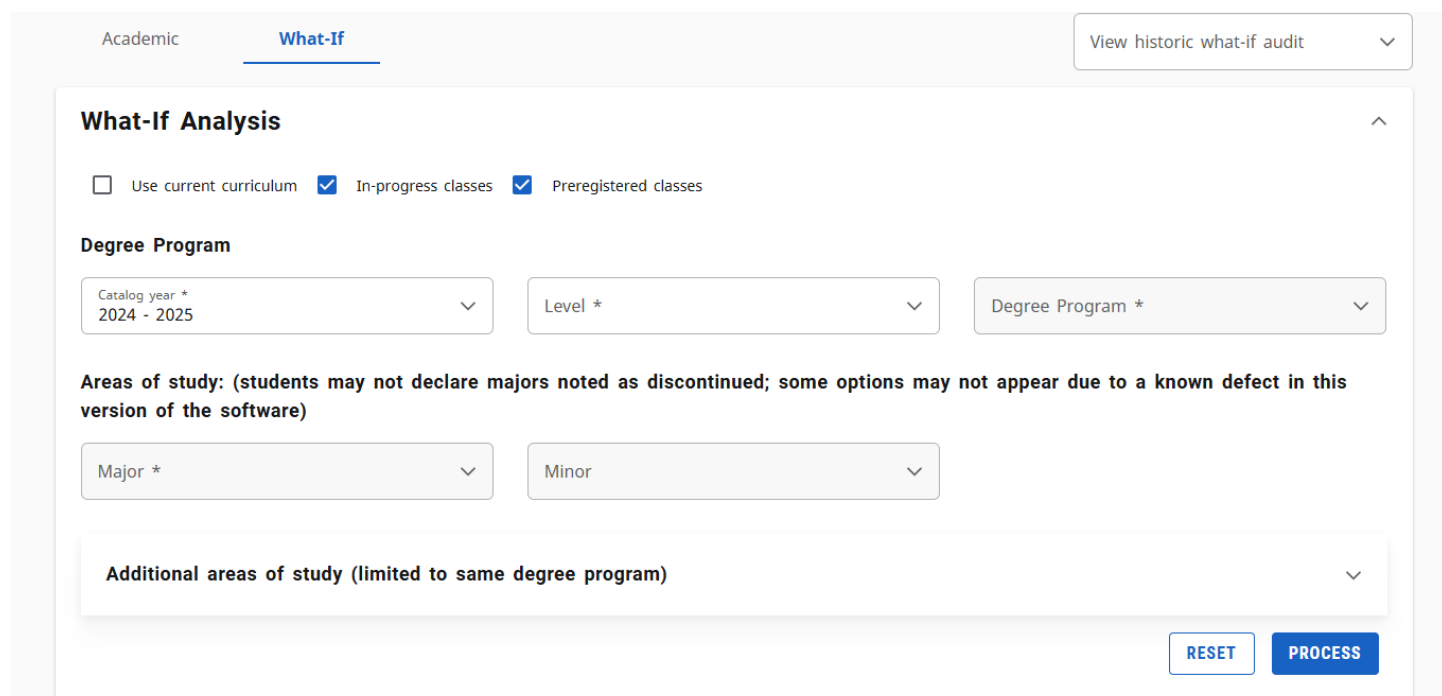


The system auto fills your current catalog. Your catalog can only be changed to a newer catalog than what you currently have on record.

You must select for each of the following options: Level, Degree Program, Major, and if applicable Minor.

If the degree program only has one major this information will autocomplete in the Major field.

When you have finished inputting your desired degree into the drop-down boxes click the blue “Process” button.



You can add additional areas of study to the same degree program by selecting “Additional areas of study” input your selection as outlined above and selecting “Process” when completed.

This will load your What If Analysis under the new degree program you have inputted. It will change your Degree Program block to show the Degree Program you have selected and show all courses required for that major.