

The Academic Advising Report: AIS' Degree Audit Function

The Academic Advising Report provides degree audit information for students and advisers from AIS. Students can run their own AAR at any time from My UCSC. Advisers can run any student's AAR from My UCSC or from within AIS.

The AAR displays a student's graduation requirements; it indicates which requirements are satisfied, which requirements have not been satisfied, and which courses can be taken to complete unsatisfied requirements.

Advisors can also enter exceptions to a student's requirements directly through the AAR: course directives, waivers, and requirement changes.

A variation of the AAR called the "What-If" report allows advisers and students to see what would happen if the student changed majors or concentrations: how far along would they be in the new plan? What classes would they have to take? What affect would a particular class have on the new plan, or on their original plan?

The AAR's Benefits

In an advising appointment, the AAR is a quick way of showing the student where they are in their plan. Outside the appointment, it encourages students to track their own progress toward degree requirements by running the report themselves. There is no need for advisers to keep project sheets for students; the AAR is the progress sheet. All in all, the AAR can reduce the need for walk-in appointments.

Advisers can enter requirement exceptions directly into the AAR; the exceptions update the AAR immediately, and students can see the satisfied requirement right away. There are no approval forms to misplace, no discrepancies, and no uncertainty for the student

When they learn to use the AAR regularly, students can detect problems and get them fixed in a timely manner instead of at the last minute: missing transfer credit, for example. They can contact the advisor and get the problem fixed.

The AAR makes graduation checks easy and quick. When a requirement is satisfied on the AAR, it collapses into a blue bar. An AAR that shows nothing but blue bars is a student ready to graduate. Any requirements that aren't satisfied stand out at once.

AAR Resources

Many AIS tutorial documents for advisers can be found at:

<http://registrar.ucsc.edu/faqs/staff/tutorials.html>

Documents that talk about the AAR specifically include:

- Understanding the AAR: <http://registrar.ucsc.edu/faqs/staff/understanding-the-aar.pdf>
- Entering Student Exceptions: <http://registrar.ucsc.edu/faqs/staff/student-exception.pdf>
- The What-If Advisement Report <http://registrar.ucsc.edu/faqs/staff/what-if-advisement.pdf>