

What-If Degree Audit for Readmission Scenarios

Questions? - contact danr@udel.edu

AA Deans have access to the administrative WHTIF report type through the navigation below. This report type can be used to generate a degree audit report using majors/minors and requirement terms that are specified by the user. This can be used for reviewing how a currently inactive student's prior coursework would apply to specified major(s)/minor(s) for a specified requirement term if they were to readmit.

NOTES:

- Running this report does not impact the self-service what-if report available to students through Student Center and to advisors through Advisor Center.
- If a future requirement term is chosen where the curriculum for that term has not been formally approved and coded in the system, the resulting report is subject to change.
- The policy for readmission is that students are held to the requirements in place at the time of readmission, so best practice would be to set the WHTIF requirement terms to the term the student plans to readmit. See previous note for a caution about timing and future term curricula.
- Students are not eligible to enter programs (majors/minors/concentrations) that have been disestablished by the Faculty Senate if not already active and declared within those programs prior to the term the disestablishment is effective.
- Keep in mind that individual departments *may* (at their discretion) require repetition of "outdated" courses (more than 7 calendar years old).

PROCEDURE:

- Log into UDSIS.
- Go to Main Menu > Academic Advisement > Student Advisement > Request Advisement Report.
 1. Click the "Add a New Value" tab

The screenshot shows the UDSIS interface for the 'Request Advisement Report' page. The breadcrumb navigation is 'Favorites | Main Menu > Academic Advisement > Student Advisement > Request Advisement Report'. The page title is 'Request Advisement Report'. There are two tabs: 'Find an Existing Value' and 'Add a New Value'. The 'Add a New Value' tab is selected. Below the tabs, there are three input fields: 'ID:' with the value '700000000', 'Academic Institution:' with the value 'UOD01', and 'Report Type:' with the value 'WHTIF'. Each input field has a magnifying glass icon to its right. Below the input fields is a yellow 'Add' button. At the bottom of the form, there are two links: 'Find an Existing Value' and 'Add a New Value'. Four red callout boxes with arrows point to specific elements: 1 points to the 'Add a New Value' tab, 2 points to the ID input field, 3 points to the Report Type dropdown, and 4 points to the 'Add' button.

2. Input ID number for the student you want to What-If
3. Choose WHTIF as the report type
4. Click the "Add" button

Report Request

Report Request Log

ID/Name 700000000 Delores Palmer
Academic Institution UOD01 University of Delaware
Report Type WHTIF What-If
Date Processed
Report Status Pending
*Report Date 12/14/2016
*As of Date 01/01/3000
*Report Identifier ADMIN Administrative Request

Actions

Process Request

1

2

What-If Information

Use Career Simulation

[View/Change the Career Simulation](#)

[Add a What-If Course](#)

1. Check the "Use Career Simulation" checkbox (this enables the "View/Change the Career Simulation" link)
2. Click the "View/Change the Career Simulation" link in order to specify major(s)/minor(s) and requirement terms for the report.

Favorites | Main Menu > Academic Advisement > Student Advisement > Request Advisement Report

Create What-If Scenario

1

ID/Name: 700000000 Delores Palmer
 Academic Institution: UOD01 University of Delaware
 Report Type: WHTIF What-If

Copy Current Program Clear What-If Values

Program What-If Data View All First 1 of 1 Last

*Academic Institution: University of Delaware [+ -]
 *Academic Career: [+ -]
 *Career Requirement Term: [] [Q]
 *Requirement Term: [] [Q]
 Student Career Nbr: 1
 *Academic Program: [] [Q]

Plan What-If Data View All First 1 of 1 Last

*Requirement Term: [] [Q] [+ -]
 *Academic Plan: [] [Q]
 Plan Sequence: 10

Sub-plan What-If Data View All First 1 of 1 Last

*Requirement Term: [] [Q] [+ -]
 *Academic Sub-Plan: [] [Q]
 Plan Sequence: 10

OK

2

1. Click the “Copy Current Program” button to pull the most recent academic info for the student.
 - Review the career, program, plan, and subplan information pulled in and make adjustments as necessary. Note that multiple programs (colleges), plans (majors, minors, course of study), and subplans (concentrations, specializations) may exist on the record and can be cycled through using the “view all” or arrow functions in the upper right hand corner of the respective section.
 - Review the requirement terms attached to each section and adjust as necessary. Requirement terms will be set to what they were when the student was last active, by default. Due to the readmission policy, it would be best practice to change all requirement terms to the term that the student intends to readmit into. Keep in mind the warnings in the “NOTES” section at the top of this document when using this information for decision making or advisement.
2. Use the “+” and “-” buttons to add or delete additional programs, plans, or subplans.
 - Once satisfied with the setup, click “OK” to return to the Request Advisement Report screen.
- Click the Process Request button to run the report.