

NMSU - College of Arts & Sciences How to Read Your STAR Degree Audit Report

The report is divided into sections. If a section says **OK**, then all requirements within that section have either been met or are in progress, as indicated by a + sign. The STAR audit assumes all in-progress courses (including registration for upcoming semesters) will be successfully completed. If a section says **NO**, then at least one part of that section has not been met, indicated by a – sign. The first section of your STAR report tells you your grade point average and how many total credits you have earned that may be counted toward a degree in Arts & Sciences. It also tells you how many of those credits are upper division (numbered 300 or above). **The total you actually need to graduate may be greater**, depending on the specific courses you need for your university, college and major requirements.

<input checked="" type="checkbox"/>	NO	Minimum Grade Point Average and Credit Hour Requirements Your Bachelor's degree requires a minimum of 128 completed degree hours and a minimum GPA of 2.00 in all course work. The final 30 hours must be taken at NMSU.
	-	<i>Cumulative grade point average</i>
	-	<i>Total degree hours earned (excludes remedial courses, applied courses beyond 9 credits, and PE activity courses beyond 9 credits). Total hours needed may be greater than the minimum needed to reach 128.</i>
		58.0 CREDITS
IN-P----		15.0 CREDITS
		NEEDS: 55.0 CREDITS
	-	<i>Upper-division courses: Student must complete 54 hours at or above the 300-level. Total upper-division hours needed may be greater than the minimum needed to reach 54.</i>
		12.0 CREDITS
IN-P----		6.0 CREDITS
		NEEDS: 36.0 CREDITS

NOTE: The GPA or credits earned as indicated on your STAR report may differ from your official academic record if you are repeating a D grade this semester. After the semester is graded, your STAR report will again match your official record. It may also differ if you have taken a mini-course that has been graded prior to the end of the semester. The STAR report will reflect those credits and grades; your official record will not reflect them until after the entire semester's grades have been run.

If you have had a substitution or waiver approved, and it has been recorded in the STAR system, your report will reflect it. If it has not been recorded, please notify the A&S Advising and Records Center, and we will record it for you.

“How many credits do I REALLY need to graduate?”

To figure this out, use the STAR Summary Sheet. If you are seeking more than one degree or major, or if you are adding minors or supplementary majors, you'll need to know the requirements for each. All Arts & Sciences bachelor's degree programs are available in STAR, but not all supplementary majors and minors. If the ones you are seeking are not shown in the menu, you'll need to get a paper copy from the department.

First, in the bottom section of the summary sheet, fill in the total hours needed, and the total upper division hours needed from the first part of your STAR report. You'll use these numbers later to calculate the total hours you need.

★	Minimum UD hours needed to reach 54 (see STAR)	36	
	minus specific UD credits needed	-	
	equals additional UD credits needed (electives)		
★	Minimum credit hours needed to reach 128 (see STAR)	55	Add these numbers for total credits needed.
	minus UD hours needed (minimum or specific, whichever is higher)	-	
	subtotal (write 0 if negative number results)		
	minus specific LD hours needed	-	
	equals additional UD or LD elective credits needed (0 if negative)		
	NOTE: Students currently repeating a D grade will show both courses counting in the total credit hours. Final total must be adjusted accordingly. STAR will adjust total after course is completed.		Final Total Needed

(over)

Next, go through your audit, and find all parts marked with a – sign. Decide if these courses are upper division or lower division. In many cases, you'll have a choice; write down the course you think you will use to meet that requirement. Write the course down in the space provided, and fill in the number of credits for that course in the appropriate column. If you don't know how many credits the course is worth, check your Undergraduate Catalog. In the Arts & Sciences foreign language requirement, the audit will only show the final course used to meet the requirement. Prerequisite courses will appear in the electives section at the end of the report.

Specific courses needed	LD hours	UD hours
ENGL 211G	3	
Critical Thinking-C S 110G	3	
Historical Perspectives	3	
Viewing a Wider World		6
A&S Science (met by CS 110G)		
A&S Liberal Studies (met by Hist. Persp.)		
SPAN 212	3	
SOC 352, 353, 401		7
additional upper div. SOC		6
Total specific LD & UD credits needed	12 LD	19 UD

You may use the same course to meet more than one requirement. For example, HIST 201G can be used to meet a Historical Perspectives requirement in University General Education, a Liberal Studies requirement in the Arts & Sciences Core, and a major requirement if you happen to be a history major. You only count the credits once.

When you have filled in all the courses specifically required for your major(s), minors, etc., add up the credits in each column and write the total at the bottom of the column.

Now you'll figure out the total upper division hours needed. Below the space where you wrote in the minimum upper division hours needed to graduate, write in the number of upper division credits you specifically need, and subtract from the minimum. You'll need that many credits in upper division electives. Talk to your adviser about the best courses to take. If you get a negative number, then you will need to exceed the minimum in order to graduate.

Subtract the upper division credits you need from the minimum total credits needed, and enter that as the subtotal. Then, subtract the specific lower division credits needed. You'll need that many additional elective credits to graduate. These can be either upper or lower division. If you get a negative number, you'll exceed the minimum of 128 needed to graduate. In this example, the student has room for a total of 24 credits of electives (17 upper division and 7 either upper or lower). That would give her enough elective credits to add a minor or supplementary major if she chose to do so.

★ Minimum UD hours needed to reach 54 (see STAR)	36	
minus specific UD credits needed	- 19	
equals additional UD credits needed (electives)	17	
★ Minimum credit hours needed to reach 128 (see STAR)	55	
minus UD hours needed (minimum or specific, whichever is higher)	- 36	*
subtotal (write 0 if negative number results)	19	*
minus specific LD hours needed	- 12	*
equals additional UD or LD elective credits needed (0 if negative)	7	*
NOTE: Students currently repeating a D grade will show both courses counting in the total credit hours. Final total must be adjusted accordingly. STAR will adjust total after course is completed.	55	Final Total Needed

Remember, your STAR degree audit report is a planning tool, and is not an official document. It is not meant to replace the academic advising process, but to supplement it. See your adviser at least once each semester; if you have questions or find discrepancies in your STAR report or in your academic record, see your adviser immediately!

