

CENTER FOR STUDENT ACADEMIC SUCCESS

Self-Service Degree Works

Degree	eWorks is a tool students can use to track progress in their programs.	Note: this tool is still under construction and info is subject to change.
1	Log into your Self-Service account at <u>www.lasierra.edu/selfservice</u> OR select Self-Service from the Quick Links menu on the La Sierra homepage (<u>www.lasierra.edu</u>).	User Login Please enter your user Identification Number (ID) and your Personal Identification Number (PIN). When finished, click Login. When you are finished, please Exit and close your browser to protect your privacy. USER ID:
	To login, use your Student ID number and Digit-only Password <i>OR</i> your Digital User Name and Password (e.g. email username and password).	Password: Login Forgot Password?
2	From the Main Menu, select Students .	Main Menu Students Shappe Personal Lefenetion, Register, View your academic records and Financial Aid Faculty & Advisors Display student information; Display your class list; Display waitlisted students; Enter grades; Process registration overrides; Process a student's registration; Display your security setup.
3	From the Students menu, select DegreeWorks .	AT&T Wireless Portal Discourse Unders cervice for La Sierra University Students Degree Works Degree Works
7	Your program audit (i.e. Worksheet) should now appear.	Find Student ID H Name H Degree Major Level Student Class Level Last Audit Last Refresh Image: Class Lister Worksheets Planner Notes Petitions GPA Calc Image: Class Lister Image: Class Lister Image: Class Lister Worksheets Image: Class Lister Image: Class Lister Image: Class Lister Image: Class Lister History La Slerra University DWPRDN Environment What II Student View Accorros as of 10/10/2012 at 11:29 What II Student Degree Look Ahead Doingree Overall GPA Minor Holds Graduation Status
9	Reviewing Program Listing Review major , degree , etc. to ensure accuracy. To view multiple programs, choose from the pull-down menu beneath Degree and select a different degree program Banner code ("5" for B.S., "6" for B.A., "3" for Pre- Professional Program).	Find Student ID H Name Model Degree Major Model Last Audit Last Audit Last Refresh Image: Constraint Constract Constraint Constraint C
	Students needing to change programs, advisors, or bulletin (catalog) years may submit a Change of Major request at <u>www.lasierra.edu/advising</u> . NOTE: Students changing to or from the Criminal Justice degree program MUST contact Office of Admissions directly: (951) 785-2176.	Student View Add/2568 as of 10/10/2012 at 11:29 What II Student View Add/2568 as of 10/10/2012 at 11:29 Look Ahead Degree Degree Look Ahead Degree Degree Advisor Major Major Dveail GPA Minor Incaduation Status
10	Reviewing a Degree Audit (i.e. Worksheet) A progress bar estimates a student's progress toward completion of the currently displayed program(s) below.	Requirements 57%s Legend Complete Complete Complete Prerequisite Needed Complete Shariy complete - see advice # Any Discipline/Course Number * Prerequisite Needed
	The legend explains what each symbol means.	Constraints Constrain
	Each section in the audit Worksheet (called a block) lists the requirements for that specific section.	Immed conditions for this set of requirements: A memory of 30 units are equated. You currently have 348, you off need at least 415 more unit. Import of the set of requirements: A memory of 60 upper device (XOU currently have 348, you off need at least 415 more unit. Import of the set of requirements: Set Needed: See foundational Studies action Import of the set of requirements Set Needed: See foundational Studies action
	If you need clarification on requirements listed, contact Dahlie Conferido at <u>dconferi@lasierra.edu</u> or (951) 785-2452. If you believe requirements are listed incorrectly, contact the Office of the Registrar at (951) 785-2006.	Service Learning Requirements Service Learning Requirement Service Learning Requirement
11	Printing, Saving, and Refreshing To print, click the Print link located near the top right-hand corner of the screen. To save, click the Save as PDF button near the top middle portion of the screen. If an update has been made after the date of Last Refresh , you may perform a manual Refresh by clicking ().	Back to Self-Service Transcript FAQ Help Print Find Student Ub H Name Hogor Last Audent Class Level Last Audent Class Level Last Audent Class Level Last Audent Class Level Last Audent Class Last Audent Aude
12	To learn about other DegreeWorks features including Planner Notes What If visit www.lasierra.edu/registrar.	Find Student ID H 4 Name → Degree Major Level Last Audit Last Refresh Image: Control of the server of the s

QUESTIONS? Call the Center for Student Academic Success (C-SAS) at (951) 785-2452, visit <u>www.lasierra.edu/csas</u>, e-mail us at <u>advising@lasierra.edu</u>, or go to Sierra Vista Hall (SVH) Room 114 for assistance. For campus maps, visit <u>www.lasierra.edu/campusmap</u>.