

Student AAR and Degree Planner Guide

7/23/25

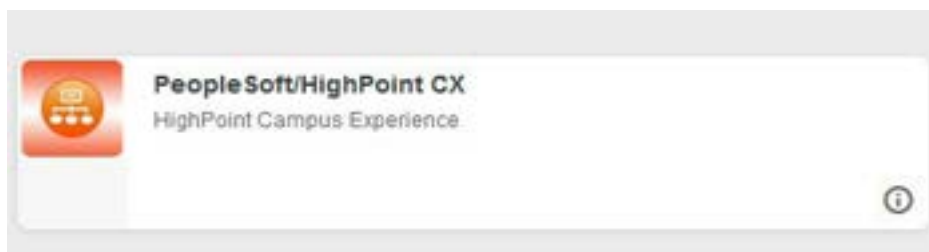
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Generating an Academic Advisement Report through CX

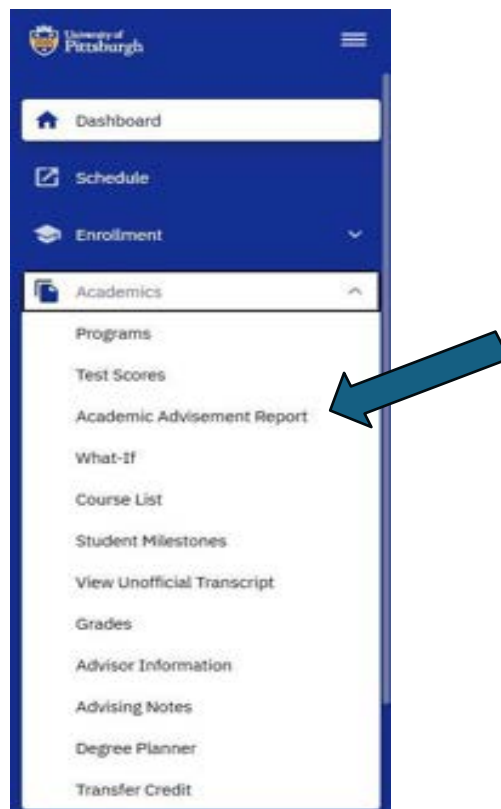
The Academic Advisement Report lists all the requirements needed for a student to complete their degree. As a student completes their requirements, those requirements will fill into the report. Eventually the whole plan will show as **satisfied**, indicating that the degree is complete.

Satisfied requirements will show as satisfied when the student has all the necessary courses/parameters either **completed** or **in-progress**.

If you find errors or discrepancies in your AAR, please contact your advisor.



Begin by signing into **HighPoint CX** in **My.Pitt**.

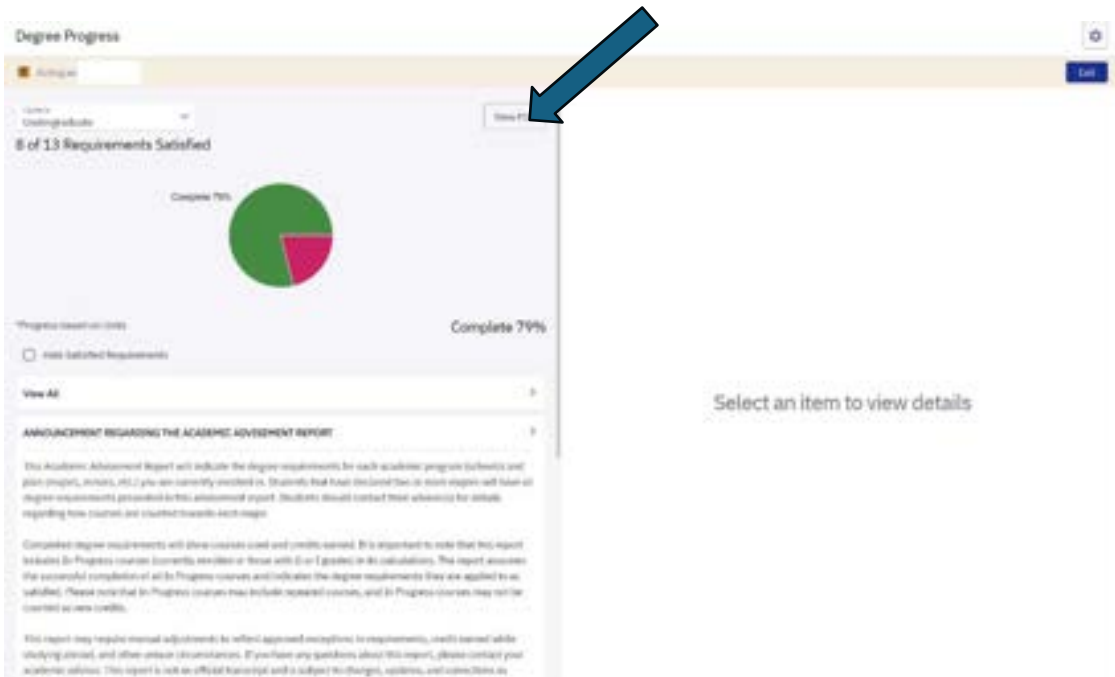


In the sidebar, drop down **"Academics"** and then select **"Academic Advisement Report."**



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The report can also be viewed as a PDF. Click “View PDF” in the top right-hand corner above the pie chart to view the PDF version as seen on page 5.



Degree Progress

8 of 13 Requirements Satisfied

Complete 79%

Progress toward completion: Complete 79%

☐ View All

ANNOUNCEMENT REGARDING THE ACADEMIC ADVISMENT REPORT

This Academic Advisement Report will indicate the degree requirements for each academic program (bachelor's and joint master's), minors, etc. you are currently enrolled in. Students that have declared two or more majors will have all degree requirements provided in this announcement report. Students should confirm their advisors for details regarding how courses are counted towards each major.

Completed degree requirements will show credits used and credits earned. It is important to note that this report includes In-Progress courses (currently enrolled or those with D or I grades) in its calculations. The report assumes the successful completion of all In-Progress courses and indicates the degree requirements they are applied to as satisfied. Please note that In-Progress courses may include repeated courses, and In-Progress courses may not be counted as new credits.


This report may require manual adjustments to reflect approved exceptions to requirements, credits earned while studying abroad, and other unique circumstances. If you have any questions about this report, please contact your academic advisor. This report is not an official transcript and is subject to change, updates, and corrections as

Select an item to view details

Below is an example page of an AAR PDF. Individual degrees are distinguished with **yellow banners**. Those smaller groupings of requirements are under **blue banners**.

Satisfied requirements say “Satisfied” in bold beside them, and list all courses that were used to fulfill the requirement. **Unsatisfied requirements** say “Not Satisfied” in red.

At the end of the PDF, the student’s entire course history is listed.



ACADEMIC ADVISEMENT STUDENT REPORT

Program: Dietrich Sch Arts and Sciences Program

Plan: Microbiology Major

Term Declared

Fall Term 2022-2023

Spring Term 2023-2023

Status *

Not Satisfied

Not Satisfied

* Status pending verification from academic advisor(s)

ANNOUNCEMENT REGARDING THE ACADEMIC ADVISEMENT REPORT

This Academic Advisement Report will indicate the degree requirements for each academic program (schools) and plan (majors, minors, etc.) you are currently enrolled in. Students that have declared two or more majors will have all degree requirements presented in this advisement report. Students should contact their advisor(s) for details regarding how courses are counted towards each major.

Completed degree requirements will show courses used and credits earned. It is important to note that this report includes In Progress courses (currently enrolled or those with G or I grades) in its calculations. The report assumes the successful completion of all In Progress courses and indicates the degree requirements they are applied to as satisfied. Please note that In Progress courses may include repeated courses, and In Progress courses may not be counted as new credits.

This report may require manual adjustments to reflect approved exceptions to requirements, credit earned while studying abroad, and other unique circumstances. If you have any questions about this report, please contact your academic advisor. This report is not an official transcript and is subject to changes, updates, and corrections as needed. (RQ 9676)

The following courses are considered 'In Progress'

This report assumes the successful completion of the following (3113-15):

Term	Subject	Catalog Nbr	Units	Grade
2024 Spring	BIOOSC	1006	3.00	In Progress
2024 Spring	BIOOSC	1286	3.00	In Progress
2024 Spring	BIOOSC	1801	3.00	In Progress
2024 Spring	MATH	0020	4.00	In Progress

A&S Graduation Requirements

Graduation Requirements for the Dietrich School of Arts and Sciences. (RQ 124)

Arts and Sciences Minimum Units and GPA Requirement

120 units and a cumulative GPA of 2.0 are required to graduate from A&S. Students must earn at least half of the units for the A&S major (and official minor) and the final 30 units toward the A&S degree while enrolled as an A&S student. (RQ 6)

A maximum of 4 PEDC units may be used toward the 120 units required for graduation.

A&S 120 Unit Requirement - Satisfied

? Units: 120.00 required, 120.00 used

A&S GPA Requirement - Satisfied

? GPA: 2.00 required, 3.226 completed

General Education Requirements

Overall Requirement Not Satisfied: The Dietrich School of Arts and Sciences is committed to providing the best possible education for its

undergraduate students. This is best served through a clear and innovative curriculum that provides students with the skills, knowledge, and analytical skills, disciplinary understanding, intellectual curiosity, and creative opportunities that will allow them to engage and adapt in an increasingly diverse and rapidly changing world. Diversity and inclusion are part of the core mission of our school and the university and are key matters for our students and society. Of added importance is the understanding of complex global issues and different cultures. (RQ 47)

Workshop in Composition - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Fall	ENGCOMP	0150	3.00	Transfer
2022 Fall	ENGCOMP	0200	3.00	Transfer

Seminar in Composition - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Fall	ENGCOMP	0200	3.00	Transfer

Writing Intensive Courses - Not Satisfied: Complete two courses designated as writing intensive, which includes one writing intensive course in the major.

Please Note: Not all sections of the courses on this list are offered as "Writing Intensive" courses. When checking the Class Detail page for the section you are registering for, please verify that "Writing Requirement Course" is listed under Class Attributes. You can consult your advisor if you have any questions about which courses fulfill this requirement (RQ4, 943-40)

? Courses: 2.00 required, 0.00 used, 2.00 needed

Algebra - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Fall	MATH	0021	3.00	Transfer

Quantitative Formal Reasoning - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Fall	STAT	0030	3.00	Transfer

Second Language - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Fall	FR	0152	3.00	A-

Diversity Course - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2023 Spring	FR	0613	3.00	A
2022 Fall	MUSIC	0311	3.00	A+

Division Requirements in the Humanities and Arts

Satisfied: Complete requirements in the following areas: Humanities and the Arts. (RQ 2)

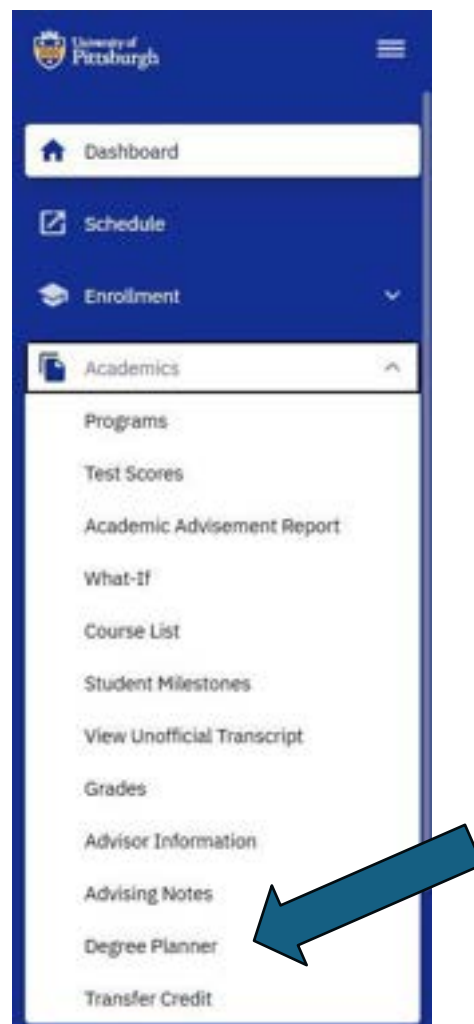
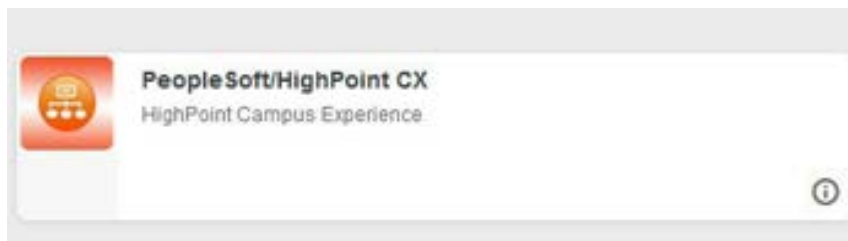
Literature - Satisfied

Term	Subject	Catalog Nbr	Units	Grade
2022 Spring	FR	0612	3.00	A

The Arts - Satisfied

Degree Planner User Guide

Begin by signing into **HighPoint CX** in **My.Pitt.**



In the sidebar, drop down “**Academics**” and then select “**Degree Planner.**”

Learn the Parts of the Degree Planner Screen

Frederick Honors College Stdnt, Neuro... (Primary) **1** Path Actions ... 12

Past courses **2** Open

42 All Courses	34 Pass
1 Failed	0 Repeated

Expand All / Collapse All Hide Empty Terms Preview Plan Mass Edit Max Units

Option - 0/2 **3**

OPTION

Capstone	+ Select Option
Official Minor in Neuroscience	+ Select Option

Unplanned Requirements - 8 **4** Open

REQUIREMENT	COURSE	UNITS		
Honors Outside the Classroom Curriculum	-	-	+	Select Term
Literature	-	3	+	Select Term
Morality and Medicine	-	3	+	Select Term
Philosophical Thinking or Ethics	-	3	+	Select Term
PUBHLT 0120	-	3	+	Select Term
PUBHLT 0300	-	3	+	Select Term
Public Health Major Elective - Public Health Elective	-	3	+	Select Term
Writing Intensive Course - Course 2	-	3	+	Select Term

Summer Term 2023-2024 **CURRENT** 1/1 Courses 3/3 Units Max Units 0 Open

Fall Term 2024-2025 **5** 6/6 Courses 16/16 Units Max Units 15 Open

1. **The top-left of the Degree Planner screen** – Displays your name, ID photo, and a list of their currently declared majors, minors, and certificates.

- a. Click the drop-down arrow to create options for alternative or what-if paths.
 - b. Navigate back or around using the “breadcrumbs” next to your name.
2. Past Courses – Click **Open** to display a sortable section list (via filter boxes and columns) of all student information for completed or registered courses, including:
 - a. Course Titles
 - b. Requirements the course satisfies
 - c. Grades
 - d. Terms when completed
 - e. Number of units/credits
 - f. Passed/Failed/Enrolled status
 - g. Transfer courses denoted by a blue box and the abbreviation TC

Review Any Options

3. **Review “Options”, if present** – If there are requirements in your plan that give different choices for completion, you may see a box listing those requirements and the possible options you can choose. To review these options:
 - a. Click **Select Option** to see the available tracks.
 - b. Choose each option from the left column to see the list of courses required for that option, and if they have completed any of the courses.
 - c. Select each course to open a list containing course titles, units, pre-requisites, and typically offered terms, then
 - i. Expand each course to see its description and any additional information.
 - ii. Use the drop-down list filters to sort by **campus, academic career, prerequisites, and typically offered term.**
 - iii. Search for specific courses.
 - iv. Keep some preferred “options” in mind and to consider where they may best fit in the Degree Path. You will be moving these to a specific term as you design a personalized path.

Plan a Degree Path

Once you have considered any possible options, you can begin designing a path.

4. **Terms** – Terms are grouped by year and divided into Fall, Spring, and Summer sections. The dashboard view allows you to quickly see the number of courses and units needed for the requirements that have been assigned to that term. The **Selected Courses/Units** counts shows how many courses have been selected for the requirements of that term.
 - a. Click **Mass Edit Max Units** to change the credit load for each semester
 - ☐ Undergraduate defaults to 15; Graduate to 12

Tip: The minimum fulltime credit load is 12 per semester and 15 credits per semester is the minimum credit load needed to reach 120 credits in 4 years.

- b. Click a term to expand it. Requirements will appear on the left and courses that fulfill those requirements are on the right. Expand the arrow for more details on the course.

Selecting Courses to for a Requirement

1. Requirements will be listed on the left hand side, or an elective can be added.
 2. Click **Select a Course** to review which ones will fulfill the requirement.
 - i. Expand the arrow to view details on the course
 - ii. Click **Select** to add that course to your Degree Planner
5. **Unplanned Requirements** – If there are requirements in your plan that have not been assigned to a term for completion, you may see a box listing those requirements.
- a. Click **Select a term** to see the unplanned requirements list, and the courses that would fulfill them.
 - b. View the unplanned requirements in the left-hand column.
 - c. View the courses that are available to fill the highlighted requirement in the right-hand column.
 - d. Expand each course using the arrow icon to view its description and any additional information.
 - e. Use the drop-down filters to sort the list by **campus**, **academic career**, **pre-requisites**, and **typically offered term**, or use the search field to search for specific courses.
 - f. Once you have reviewed a option(s), the click the “...” icon, then **Move**, and pick a term to assign the requirement
6. **Options** – Plan to fit the requirements from your chosen options you considered earlier into the terms where they best fit

Move Requirements to a Term (or Another Term)

To move requirements from their assigned term:

1. Open the term or the “Unplanned Requirements” list.
2. Select a requirement.

3. **Drag and drop the requirement into the desired term.** When moving requirements in “Unplanned requirements, you may also click the “+ Select Term” button on the right-hand side of the requirement and select a term.

Literature	-	3		+ Select Term	
Morality and Medicine	-	3		+ Select Term	

Deeper Look: Adding a Course to a Requirement

Geographic Region Requirement ⓘ

Campus: Prerequisite: Offered: Subject: Max units:

Max units: Search:

Select a course from the list below

COURSE	COURSE TITLE	UNITS	PRE-REQ	OFFERED	
AFRICA 0127	INTRODUCTION TO AFRICA	3	No	Fall, Summer	Select
AFRICA 0212	WEST AFRICAN DANCE	3	No	Spring	Select
AFRICA 0328	HISTORY OF AFRICA BEFORE 1800	3	No	Fall	Select
AFRICA 0338	HISTORY OF AFRICA BEFORE 1800	3	No		Select
AFRICA 0385	CARIBBEAN HISTORY	3	No	Fall	Select
AFRICA 0546	EARLY AFRICAN CIVILIZATION	3	No	Spring	Select
AFRICA 0628	AFRO-LATIN AMERICA	3	No	Fall	Select
AFRICA 1104	WEST AFRICAN CULTURES AND SOCI	3	No	Summer	Select
AFRICA 1800	INTRO TO AFRICAN POLITICS	3	No	Spring	Select

1. Scroll to desired term.
2. Click “Select Course” to view courses that can fill the requirement:
 - a. View **course titles, units, pre-requisites, and typically offered terms.**
 - b. Expand each course listed to show its description and additional information.
 - c. Use the top drop-down lists to filter the list by **campus, academic career, prerequisites, and typically offered terms.**
 - d. Use the **Search** box to search for specific courses.
3. Once you have evaluated your options, they can add the course to their plan by clicking the blue select button next to the course.

Note: This **does not register you** for the course!

4. Use the filter drop-downs to eliminate courses not offered on their campus, not offered in the term, or that require additional pre-requisites they may not have satisfied.

Note: If the course is not currently being offered in the term selected, a notification appears onscreen prompting them to select a different course or move the requirement to a term when the course is offered. A similar error message appears if a selected course is not offered on their campus.

Plan an Elective Course

An elective course does not fulfill a specific requirement. To plan an elective course:

1. Click the **Add an elective** button at the bottom of each term.
2. This generates an extensive list of courses that you can browse, filter, and search to find an elective course.

What-If Reports

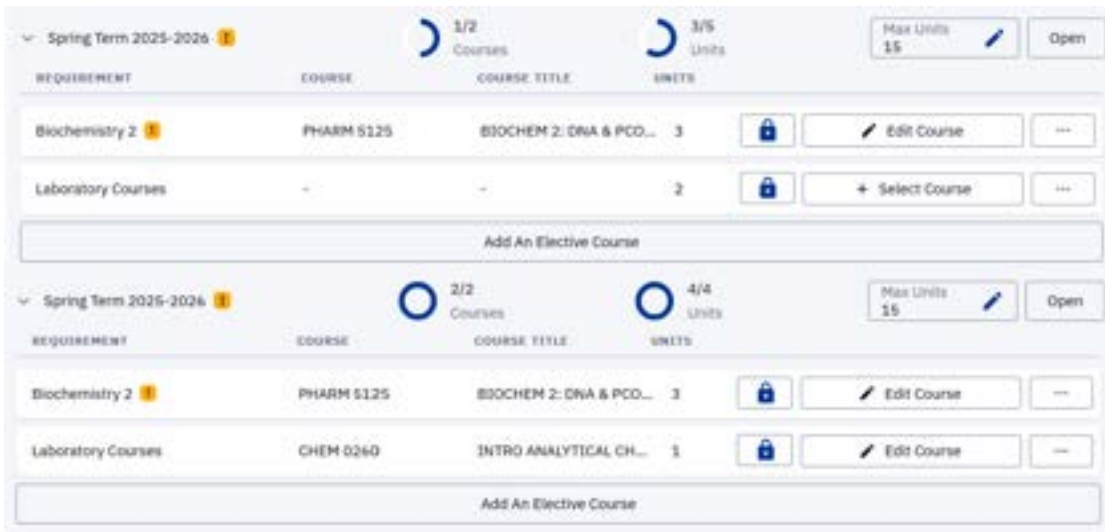
What-If Reports are useful for exploring alternate degree options. To create a report:

1. Click the drop-down at the top of the screen next to your major.
2. Select **New What-If Path** and answer the 4 questions:
 - a. **Select a Career** – Are you considering an undergraduate or graduate degree?
 - b. **Start Term** – When do you plan to begin this major?
 - c. **Academic Program** – Which University of Pittsburgh school and degree plan are you considering? If there is an optional concentration for the major you select, you can choose it here as well.
 - d. **Path Name** – This is the path title that appears in your drop-down menu. Provide a relevant, concise title.
3. Allow a few minutes for the new path to load and update. Once it does, you can use it the same way as your Primary path, assigning requirements and courses to terms, then building a plan for degree completion.

Other Tools

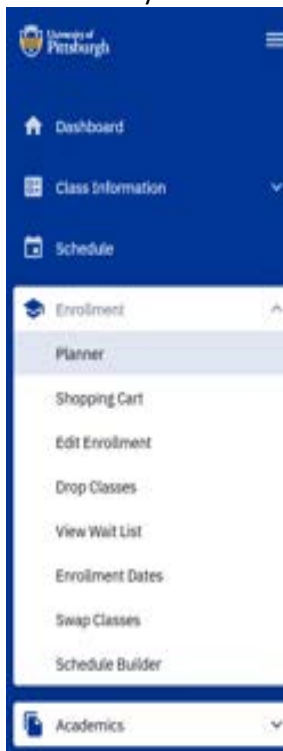
Enroll Using My Planner

Once a student moves requirements into terms in degree planner and selects courses, they can enroll in those courses from within High Point CX.



The screenshot displays two sections of the degree planner interface, each for the Spring Term 2025-2026. The top section shows a progress of 1/2 Courses and 3/5 Units, with a Max Units limit of 15. It lists two requirements: Biochemistry 2 (PHARM 5125, BIOCHEM 2: DNA & PCO..., 3 units) and Laboratory Courses (2 units). The bottom section shows a progress of 2/2 Courses and 4/4 Units, also with a Max Units limit of 15. It lists two requirements: Biochemistry 2 (PHARM 5125, BIOCHEM 2: DNA & PCO..., 3 units) and Laboratory Courses (CHEM 0260, INTRO ANALYTICAL CH..., 1 unit). Both sections include an 'Add An Elective Course' button and an 'Open' button.

Make sure your courses are selected.



Leave Degree Planner go to “Planner” in the sidebar under “Enrollment”.

Planner



Level:
Undergraduate

Add To Cart

Add Course

Select All

Delete Selected

Move Selected

Unassigned

COURSE	DESCRIPTION	TYPICALLY OFFERED	PRE-REQ	UNITS	<input checked="" type="checkbox"/>
ENGCOMP 0200	SEMINAR IN COMPOSITION	Fall, Spring, Summer	Yes	3	<input checked="" type="checkbox"/>

Spring Term 2025-2026

COURSE	DESCRIPTION	TYPICALLY OFFERED	PRE-REQ	UNITS	<input type="checkbox"/>
CHEM 0260	INTRO ANALYTICAL CHEM...	Fall, Spring, Summer	Yes	1	<input type="checkbox"/>
PHARM 5125	BIOCHEM 2: DNA & PCOGE...	Spring	No	3	<input type="checkbox"/>

Click **"Add Course"** to move add courses to terms in the Planner (courses will be added to this planner, not degree planner). Students can select courses using the check boxes on the left of each course to either move the selected courses between terms within the Planner or delete them from the Planner.

Click **"Add to Cart"** in the top right corner to enroll in courses.

Add to Cart



Fall Term 2025-2026

COURSE	DESCRIPTION	TYPICALLY OFFERED	UNITS	AVAILABILITY	
BUSFIN 1311	CORPORATE FINANCE	Fall, Spring	3	<input checked="" type="checkbox"/> Classes available this term.	Select Sections
BUSFIN 1321	INVESTMENT MANAGEMENT	Fall, Spring	3	<input checked="" type="checkbox"/> Classes available this term.	Select Sections

Classes that are available for enrollment will appear in the **"Add to Cart"** pop-up window. Click on **"Select Sections."**

1040-LEC (14333) AT TuTh 12:30 pm 1:45 pm 118E Meriv Hall Gaurav Kankanhalli 23/50

INFORMATION Class Number: 14333 Career: Undergraduate Session: Academic Term Units: 3 units Grading: Letter Grade Description: Investigates the investment and financing decisions of firms from the perspective of the corporate manager. The pedagogical format combines conceptual and case analyses so as to provide both a theoretical and practical foundation. Specific topics to be considered include the following: capital budgeting, cost of capital determination, capital structure decisions and dividend policy. Enrollment Requirements: PREQ: BUSFIN 1030 or MGMT 1821 or FIN 0300 or MATH 0470 (MIN GRADE 'C'); PROG: UCBA; PLAN: NOT CASBUS-UNK or BUSNB-MN; PROG: UA-S; PLAN: ACTMTH-B5		DETAILS Instructor: Gaurav Kankanhalli Dates: 08/25/2025 - 12/05/2025 Meets: TuTh 12:30PM - 1:45PM Room: 118E Meriv Hall Campus: Pittsburgh Campus Location: Pittsburgh Campus Components: Lecture Required	
TEXTBOOKS/COURSE MATERIALS Textbooks to be determined		AVAILABILITY Status: Open Seats Open: 23/50 Wait List Open: 20/20	

View Deadlines Edit **Enroll**

Select your desired section and click “**Enroll**” in the bottom right corner to enroll.

Enrollment Results

Enrollment results of 1 class(es) for the term Fall Term 2025-2026

CLASS	RESULTS
BUSFIN 1311 (14333)	<div> <div></div> Added to your schedule. </div> <div> This class has been added to your schedule. </div> <div>OK</div>

Click “OK.”