

# “What if” audits in Degree Audit Self- Service within eServices

Have you ever wondered...

- What if I wanted to get a degree instead of the diploma?
- What if I wanted to add a certificate program?

Now you can see how your courses apply to a new major in a quick and easy way.

## Log into e-services ([www.dctc.edu](http://www.dctc.edu) – Current Students – Login to Student e-Services – Log in with your StarID and Password).

### Please login to continue.

The "\*" indicates a required field.

\* StarID:  [Need Login Help?](#) [Need an ID?](#) [Sign Up Now.](#)

\* Password:

Institution:

Display Name:  Display and print your name until next login. To protect your identity, you may wish to print only at secured locations.



You must **logout** when finished to ensure that nobody else gains access to your records.

Campus Specific Instructions

## Once logged in, choose Degree Audit Portal

Student e-services

- Dashboard
- Home
- Account Management
- Courses & Registration
- Academic Records
- Check Grades
- Unofficial Transcripts
- Degree Audit Report**
- Degree Audit Portal**
- Financial Aid

Student ID 13665036 | [My Profile](#) | [Logout](#)

### Check Grades

Grades will be displayed for Summer Semester 2018

If you wish to view grades from a different term, select it from the following drop down list.

-Select Term-

## Click on the [Click here to access Degree Audit Self-Service](#)

Student e-services

- Dashboard
- Home
- Account Management
- Courses & Registration

[Click here to access Degree Audit Self-Service](#)

Once you login with your StarID and password, you'll be able to click the "Request Audit" button and run your "Declared Program" and also automatically get an MNTC audit (called SMNTC). The MNTC audit reflects the current requirements for satisfaction of the Minnesota Transfer Curriculum.

You'll also be able to Select a Different Program ("What-If" Audit) to see what affect coursework would have toward other programs.

To help you get started with some of the basic functions of this new web-based degree audit, click on Help in the upper right corner under Settings once you're logged in to Degree Audit Self-Service.

[Logout](#)

# Log in with your StarID and Password

## Welcome to uAchieve Self-Service

User Name

Enter username

Password

••••••••

Log in

### Click on "Select a Different Program"

Request an Audit

Run Declared Programs:

School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT
	AS INVS	INDIVIDUALIZED STUDIES	20193				

Select a Different Program:

Advanced Settings [Click to view available options.](#)

Run Declared Programs Cancel

From the drop-down menus, select program and catalog year. Please note you can only declare new majors for future semesters.

The screenshot shows the uAchieve self-service interface. At the top left is the uAchieve logo. Below it is a navigation bar with 'Audits' and 'Comments'. The main content area is titled 'Request an Audit'. Underneath, there is a section for 'Run Declared Programs' which is currently empty. Below that is a 'Select a Different Program' section. This section has two dropdown menus: 'Choosing a degree program' and 'Catalog Year'. The 'Choosing a degree program' dropdown is open, showing a list of programs including Accountant, AAS; Accounting Clerk, DIP; Architectural Drafting, CERT; Architectural Technology, AAS; Auto Body Collision Technology, AAS; Auto Body Collision Technology, DIP; Automotive Electronics & HVAC, CERT; Automotive Electronics & HVAC, DIPLOMA; Automotive Engine Performance DIPLOMA; Automotive Powertrain, DIPLOMA; Automotive Service Educational Program, AAS; Automotive Technician, AAS; Automotive Technician, DIP; Biomedical Equipment Technology, AAS; Biomedical Equipment Technology, CERT; Body Technician, CERT; Brakes, Suspension & Electrical, CERT; Brewing and Beer Steward Technology, CERT; Business Administration, AS; Business Management, AAS; Business Marketing Specialist, AAS; Business Marketing, AS; Child Life Assistant, AAS; Civil Engineering Technology, AAS; Clerical Assistant, CERT; Construction Management, AS; Dental Assistant, AAS; Dental Assistant, DIP. The 'Catalog Year' dropdown is currently empty. At the bottom of the 'Select a Different Program' section, there is a 'Run Different Program' button. At the bottom right of the page, there is a small footer with a PDF icon and the text 'To view the documents marked PDF, download the free Adobe Reader program. © Source, Inc. All Rights Reserved. Privacy Policy 8/2020 12:51 PM'.

## Request an Audit

Choosing a degree program here will not change your declared degree program.

Program: Accounting Clerk, DIP
  
 Catalog Year: Fall 2018

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Advanced Settings Click to view available options.

Once you have made your selections, click on the "Run Different Program" button

It may take a few moments but will then automatically display your "What if" audit with all the details

*Accounting Clerk, DIP*

Prepared On: 07/23/2018 11:27 AM      Program Code: DIP ACLD      Catalog Year: 20193

Student ID: \_\_\_\_\_

**Audit**      You are here: [# Audit](#)

**Credits**

**GPA**

**Categories**

Tech Courses	22
Tech Electives	6
General Educ	3

**Credits**

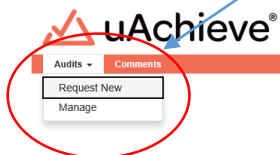
Click on any area of the graph for further detail.

CATALOG: Fall 2018

Advisor: No Advisor Assigned

ASSESSMENT RESULTS

At this point, under the Audits tab, you can click on "Request New" to run a new "What-if" audit or "Manage" to view any audits that you have recently ran.



### Completed Audit Requests

These are the audits that have been run in the past for this student's record. Hitting the 'Run Audit' button will run a new audit report. Deleting audits removes them from this list.

select all/select none

ID	Instd	Program	Catalog Year	Created	Audit Type	Format	Title	Run By	Course Type	View	Delete
22911249		DIP ACLD	20193	07/23/2018 11:27 AM	WILAT-IP	HTML	Accounting Clerk, DIP	Student		<a href="#">View Audit</a>	<input type="checkbox"/>