Using DegreeWorks for NCS Students

This guide is intended to help you make best use of the DegreeWorks degree audit system. Please refer to this guide when you look at your DegreeWorks degree audit, so you understand what is shown. And please do take some time to meet with your advisor each semester to make sure you are on track.

The degree audit is divided into several main sections, with the following headings:

- SUNYIT Degree Audit
- Degree in Bachelor of Science
- General Education Requirements
- SUNYIT Degree Requirements
- Liberal Arts Requirements – Network and Computer Security
- Major in Network and Computer Security
- General Electives
- In Progress

SUNYIT Degree Audit

- Your name, UID number, and other essential information.
- Catalog term: If this says anything earlier than Fall 2013 then the DegreeWorks audit does not apply to your degree program, and you can stop reading this FAQ right now! See your advisor for an updated copy of your plan of study worksheet (in Excel format).
Legend
First, from the very bottom of the degree audit page, we see the legend. You need to have all items marked “Complete” to graduate. The different designations are self-explanatory.

- **Complete** The requirement is already satisfied. The class that satisfies this requirement will be shown in **bold**.

- **Not Complete** The requirement is not yet satisfied. It will be marked as "Still Needed", along with a list of courses you can take to satisfy the requirement. You **may be able** to ignore this list! See details below!

- **Complete except for classes in-progress** The requirement will be satisfied if you successfully complete the course you’re enrolled in now. Keep up the good work this semester!

- **Incomplete (Due to Requirement in Credits, GPA, Grade(s), etc)** Usually means you need to retake a course for a better grade. Although the BS-NCS degree requires you to maintain a 2.5 in your professional coursework, there are no minimum grades for specific courses in the BS-NCS degree program.

- **(TR) Transfer Class** The requirement is satisfied with a transfer course.

- **@ Any course number** Used as a wildcard in designating courses. For example, any course starting with ENG will add to your liberal arts and sciences total, designated “ENG @” in the list of possible courses.

Degree in Bachelor of Science

- This gives an overview picture of whether you’ve satisfied the 4 main categories of requirements for the BS degree. Each category has a separate section further below in the degree audit page.
  - General Education Requirements – SUNY-wide general education requirements
  - SUNYIT Degree Requirements – requirements for all BS programs at SUNYIT
  - Liberal Arts Requirements – BS-NCS math and science requirements
  - Major Requirements – BS-NCS professional coursework
General Education Requirements

- Basic Communication: Usually satisfied using a basic writing course like ENG 101.
- Mathematics: This is often marked Complete due to a basic algebra course. Since this will automatically be satisfied when you complete the math courses in the “Liberal Arts Requirements – Network and Computer Security” section shown below (i.e., calculus, finite math, and statistics), you can ignore the list of Mathematics courses shown here. The screenshot above shows the math requirement as satisfied. Here is an example of what it looks like if not yet satisfied:

- SUNY GENERAL EDUCATION REQUIREMENTS:
  - You need to satisfy 5 of the 8 categories shown. The example above shows at student who has satisfied 3 of the 5 GenEd categories, so it says “Choose from 2 of the following”.
  - Natural Science:
    - Because General Physics I (PHY 101) is required for NCS majors, you will automatically satisfy this category. (Because of this you can think of the 5 categories out of 8 can be thought of as choosing 4 categories out of 7 instead.)
    - Since this will automatically be satisfied when you take General Physics I, which is required for NCS majors, you can ignore the list of Natural Science courses it presents. The screenshot above shows the Natural Science requirement as satisfied. Here is an example of what it looks like if not yet satisfied:

- Other Categories:
  - Each category has a convenient list of courses that will satisfy the requirement. But there are some tricks you should know:
    - If you take either HIS 307 or HIS 370, it will satisfy two categories simultaneously: American History, and Western Civilization. These two history classes are popular because of this fact.
- The IDS courses are sort of tricky – read the General Education section of the online catalog for details.

**General Education Requirements (cont.)**
- **GENERAL EDUCATION COURSEWORK:**
  - This is a catchall category that is marked “Still Needed” if you don’t have 30 credits of GenEd courses yet. But you will automatically satisfy the 30 credits requirement as you complete other degree requirements, so you can ignore the list of Additional General Education Courses it presents to you if it is marked “Still Needed”. The screenshot above shows the Additional General Education Courses requirement as satisfied. Here is an example of what it looks like if not yet satisfied:

  ![Additional General Education Courses](image)

  - SUNYIT Degree Requirements
    - SUNYIT requires all graduates to have a natural science with lab, and this is noted in the NCS Degree Audit as General Physics 1 since that is required for the NCS program. If this is marked “Still Needed” it will show convenient list of courses that will satisfy the requirement.
    - SUNYIT requires all graduates to have an Upper Division Writing course. If this is marked “Still Needed” it will show convenient list of courses that will satisfy the requirement.
Liberal Arts Requirements – Network and Computer Security

- This shows specific math and science courses that are required for all NCS majors, including Physics 1 and 2, and math courses in calculus, statistics, and finite math.
- **LIBERAL ARTS AND SCIENCES COURSEWORK**
  - This section can be ignored, because you will automatically satisfy the 60-credit requirement for liberal arts and sciences courses as you complete the other BS-NCS degree requirements.
  - This section simply lists courses you’ve already taken, or could yet take, to satisfy the SUNY-wide requirement for 60 credits of liberal arts courses for a BS degree.
• The “Still Needed” section here simply lists all SUNYIT courses that qualify as “liberal arts and sciences” courses. **Ignore this big list.**

**Major in Network and Computer Security**

- This shows your “professional coursework” requirements for the BS-NCS degree. You must maintain a 2.5 overall GPA for courses in this category.
- Any that is marked “Still Needed” will show convenient list of courses that will satisfy the requirement.

**General Electives**

- The list of courses in the General Electives section shows courses that give credit towards the graduation requirement of 124 credits, but which don't satisfy any specific degree requirements for the BS-NCS degree.
- The BS-NCS degree program as approximately 24 credits that can be anything – sometimes called “open electives”, or “unrestricted electives”. Oftentimes transfer courses will be put into this category because there is no equivalent course at SUNYIT. The number of credits transferred into the BS-NCS program may be limited due to the 124 credit graduation requirement: if we transfer in too many General Elective credits, then you may hit 124 credits well before you can graduate, a situation to be avoided because it may adversely affect financial aid due to class status (e.g., freshman, sophomore, etc.).

**In-Progress**

- This is a convenient list of courses that are currently in progress. Your “in progress” courses are also shown above in the proper categories, and marked with the 🔄 symbol.