

How to Access Your Degree Audit Report

Log in to the Southeast Portal

This screenshot shows the MySouthe@st login page. A callout box with an arrow points to the 'Secure Access Login' section, which includes fields for 'SE Key' and 'Password', and 'Login' and 'Cancel' buttons.

Enter My Southeast Self-Service

This screenshot shows the navigation menu of the MySouthe@st portal. A callout box with an arrow points to the 'My Southeast' link in the top right corner.

Click again to enter Self-Service

This screenshot shows the 'My Southeast' page. A callout box with an arrow points to the 'My Southeast Self-Service' link in the 'Everyone' section.

Click Student & Financial Aid

This screenshot shows the 'Personal Information' page. A callout box with an arrow points to the 'Student & Financial Aid' link in the left-hand navigation menu.

Click Student Records

This screenshot shows the 'Student & Financial Aid' page. A callout box with an arrow points to the 'Student Records' link in the left-hand navigation menu.

Scroll down

Click Degree Audit Report

This screenshot shows the 'Student Records' page. A callout box labeled 'Scroll down' has an arrow pointing to the 'Degree Audit Reports' section. Another callout box labeled 'Click Degree Audit Report' has an arrow pointing to the 'View Student Information' link in the 'Degree Audit Reports' list.

Select Term

This screenshot shows the 'Select Current Term' page. A callout box with an arrow points to the 'Select a Term' dropdown menu, which is currently set to 'Spring 2007'.

View previous requests

Generate new request

This screenshot shows the 'Curriculum Information' page. A callout box labeled 'View previous requests' has an arrow pointing to the 'Previous Evaluations' link. Another callout box labeled 'Generate new request' has an arrow pointing to the 'Generate New Evaluation' link.

Detail Requirements is your base overview

This screenshot shows the 'Degree Evaluation Options' page. A callout box with an arrow points to the 'Detail Requirements' radio button option.

Read headings – NOT MET and Met – to determine remaining requirements

Group	Requirement	Met	Condition	Risk	Subject	Attribute	Level	High	Low	Req
Group: Career Linkages Requirement	Not Met									
	No	AND	QL				002			
	No	AND	QL				003			
	No	AND	QL				004			
Group: Writing Proficiency (W002) - Met	Met									
	Yes				WP		003			