Advising Tools 101

UNCG offers several online tools that will help you successfully navigate your academic records, degree requirements, and course selection at UNCG: Degree Works, the Class Schedule Search, and Course Catalog.

Degree Works

Degree Works is your personalized degree evaluation. This tool can be used to see the remaining credit hours and courses required in order to graduate.

Degree Works is a color-coded tool. Categories in red indicate an outstanding requirement. Categories coded in blue are “in-progress” and will be completed if the in-progress course is passed. Yellow indicates a completed requirement.

What-If Reports

Considering changing a major/minor? Degree Works offers a “What-If Report” to show what your new requirements would be and how your credits apply.

Running a What-If Report

1. Click What If on the left-side menu in Degree Works.
2. Select the current academic year in Catalog Year.
3. Select the Program, meaning the degree type for the major and the college that major falls under. Example: for a BA in Psychology, select “BA in Arts and Sciences.”
4. Select your intended Major and Concentration. (You must select a Concentration.)
5. You may also select a Minor and any additional areas of study you are interested in. Click the “add” button after selecting additional areas of study.
6. Click Process What-If to display your what-if report.

To Access Degree Works

1. Click the UNCGenie icon on uncg.edu.
2. Click on Enter Secure Area and log in using your Student ID and PIN.
3. Click on the Student tab.
4. Click on the Student Records link.
5. Select Degree Works.
Course Schedule Search

Wondering what your class options are? When or where a class meets? Who is the instructor of the course? The Course Schedule Search allows you to view details about courses offerings each semester.

To get started:
1. Click the **UNCGenie** link from the UNCG home page.
2. Select **Class Schedule**.

To search for classes:
1. Select the appropriate **Term**.
2. Select a **Subject** and/or a **Course Category** (GEC Category).

**Helpful hints for understanding your search results:**

- The **Notes** column lists important information about the section (major restrictions, freshmen only, etc).
- The **Meeting Dates** column indicates the first and last day of class.
  - In Spring, this will help you identify Winter Term courses (December – January).
  - In Summer, it will distinguish Summer Session 1 (May-June) or Summer Session 2 (June-July).
  - In Fall and Spring, this column will also identify courses that only meet for the first or second half of the semester (Part of Term courses).
- Classes listed in the **Location** column as TBA are online classes.
- The **Categories** column indicates the GEC requirement that a class fulfills.
- The **Seats** column indicates open seats in a course. “0” seats indicates that a class is full.
- The **Course Type** column indicated the format of a course.

Course Catalog

Are you looking for a comprehensive guide to policies, majors, and classes at UNCG? The Course Catalog includes information about the following:

- Academic Calendar
- General Education Core Requirements (GEC)
- Academic Policies and Procedures
- Course Descriptions
- Pre-requisites/Co-Requisites
- Major/Minor Requirements

To Access the Course Catalog:
1. Click the **UNCGenie** link from the UNCG home page.
2. Select **Course Catalog**.

*For past Course Catalogs, select “Undergraduate Bulletin Archives”*