ADVISING 101

Use the following tools to help with academic planning!

Few experiences in your academic career have as much potential for influencing your collegiate experience as academic advising. Much more than getting your advising code and selecting courses, developing a professional relationship with your academic advisor will help you make informed choices and decisions about your education and future career.

**Degree Evaluation**

Are you wondering which classes to take? Your degree evaluation is a customized report listing all the requirements you must fulfill in order to earn your degree.

**Online Degree Evaluation Access:**

1.) Click the **UNCGenie** link from the UNCG home page
2.) Click on **Enter Secure Area** and log in using your University ID and PIN
3.) Click on the **Student** tab
4.) Click on the **Student Records** option
5.) Click on **Degree Works** - this will automatically generate your degree evaluation worksheet

**If you declared your major in the Fall 2014 term or later**

- 5.) Click on the **Degree Evaluation** link
- 6.) Select the current term and click **Submit**
- 7.) Select **Generate New Evaluation** (located at the top and bottom of screen)
- 8.) Select radio button next to your program and click **Generate Request**

Requirements with a NO have not been fulfilled and requirements with a YES have been.

**If you declared your major prior to the Fall 2014 term**

Need help understanding your degree evaluation?

- ✔ Requirement complete
- ☐ Requirement incomplete
- ☐ Requirement complete except for course in progress

Are you wondering what classes you would need if you change your major? You can create a **What-If Analysis** in Degree Works to view your degree evaluation for a different major. You can find additional instructions on the University Registrar Office’s website at reg.uncg.edu/degree-evaluation/.

THE UNIVERSITY of NORTH CAROLINA
GREENSBORO
Students First Office
Class Schedule Search

Are you wondering what your class options are? When or where a class meets? Who is the instructor?

To get started:
1.) Click the UNCGenie link from the UNCG home page. Do not log in.
2.) Select Class Schedule

To search for classes:
1.) Select the appropriate term
2.) Select a Subject and/or a Course Category (GEC Category)
3.) Click on Course Search

Helpful hints for understanding your search results:

• The Notes column lists important information about the specific section such as major restrictions, freshmen only, etc.

• The Meeting Dates column indicates the first and last day of the class. In Spring semester, this will help you identify Winter Term classes and in summer sessions it will help you identify whether a class meets during session 1 or session 2. It will also help you identify classes that only meet for the first or second half of the semester. 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.

Undergraduate Bulletin

Are you looking for a “road map” to your time as a student at UNCG? The Undergraduate Bulletin is a resource including 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 read the Undergraduate Bulletin:
1.) Click the UNCGenie link from the UNCG homepage. Do not log in.
2.) Select Course Catalog
3.) Select Undergraduate Bulletin

*For past Undergraduate Bulletins, select Archived Catalogs and then choose the appropriate academic year*

For additional information please contact the Students First Office
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