

How to Obtain a Student's Analysis of Academic Progress

Students now have access on WESS to their "degree audits"--officially called "Analysis of Academic Progress". (This is the information that, until recently, only faculty could get, only from SIS.) They can bring this document to your advising session. It clearly (well, somewhat clearly) shows which requirements they've satisfied and which remain.

Alternatively, you can access the same Analysis by going into Faculty Services:

1. Go to Quick Links on the MSU Home Page.
2. Choose Faculty Services.
3. Log in the same way you do when you enter students' grades, using your SS# or MSU ID# and password.

Your ID is numerical, not your NetID, and the password is different from the one you use with your NetID. If you've forgotten your numerical ID, you can use your SS#. If you've forgotten your password, you can click a link to reset it.

4. Under "Advisor," click "Degree Audit."
5. Click "Advise Student by ID or Name." (An ID is faster, but if you don't know it you can enter the last name and then choose the right student from a list.)
6. Click on the correct GER or GEN ED for that student and click Submit.
7. The Analysis appears. It can be printed from the File menu on your browser.