<p align="center">**Welcome to Degree Works!**</p>

Run your degree evaluation through your secure PAWS login https://paws.southalabama.edu
Student Services & Financial Aid → Student Records → Degree Audit (Evaluation)

This will automatically take you to the **Worksheets** screen and your degree audit.

Your degree audit lists your degree requirements and courses you have taken to fulfill those requirements.

☑ = requirements complete

☐ = requirements not complete and course options for completion are listed next to the requirement

▨ = requirement will be complete once the in-progress courses are completed and passed

Please note, catalog years prior to 2012-2013 are not available in Degree Works; however, you can still use the other functions of Degree Works listed below. Please contact your academic advisor for information regarding degree requirements for catalogs prior to 2012-2013.

What-If – Degree Works allows you to see how changing your current academic program (adding/deleting/changing majors, minors, etc.) will affect your degree progress.
- Select a **Degree** → select a **Catalog Year** → select a **Major** → select a **Minor** and/or **Concentration**, if applicable
- You may also add classes planned for the future.
- To review the results you can select the Process What-If tab to preview output in full screen view or Print/Save PDF to print output or save as a PDF.

Look Ahead – The Look Ahead feature allows you to enter courses to see how they will be applied towards fulfilling your degree requirements
- Enter Subject and Course Number → select Add Course → Process New
- The course(s) entered will display on your degree audit as PLAN allowing you to determine if the course(s) will fulfill degree requirements

Class History – Click on the **Class History** link to view a chronological list of your complete academic history, including all applicable transfer courses.

GPA Calculators – There are three different GPA calculators: Graduation, Term, and Advice Calculators. Select the **GPA Calc** tab to access the GPA calculators and select the type of calculator you wish to use.

The **Graduation Calculator** will give a general view of what average GPA you will need to achieve over your final required credits to achieve your desired GPA. Your Current GPA is listed by default.
- Enter the credits remaining → total credits required for your degree → your desired GPA → Calculate
- Select the Recalculate button to recalculate GPA with different data.

The **Term Calculator** allows you to calculate a future GPA based on currently enrolled classes. Your current classes are preloaded.
- Select the grade you are expecting to receive for each class from the drop down box
- You may add additional classes by inputting credit hours and expected grade
- Select Calculate and you will be able to view an updated GPA based on the grades you entered
- Select Recalculate to calculate the GPA with different data

The **Advice Calculator** is used to figure out how you can raise/lower your GPA using actual grades as advice.
- Input your desired GPA → Calculate
- To recalculate using a different desired GPA select Recalculate

The GPA Calculators will omit results that would require you to take more than 150 credits. It will also advise when a desired GPA is not possible or not realistic due to the required number of credits needed to achieve.

Still have questions? Please contact your advisor for specific questions regarding your audit. If you need additional instructions on navigating Degree Works, please click on the Help and/or FAQ tabs in Degree Works or contact the Office of the Registrar at degreeworks@southalabama.edu.