

GEORGETOWN LAW

DEGREE AUDIT INSTRUCTIONS

MyDegree, the University's web-based degree audit program,* is available to Georgetown Law students and may be used to track your academic progress.

*You are encouraged to use this degree audit tool to plan completion of your degree. Please contact your academic advisor or dean with questions. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. If you have any questions or concerns, please contact the Office of the Registrar (202-662-9020 or lawreg@georgetown.edu).

MyDegree is available from MyAccess (<https://myaccess.georgetown.edu/>).

- 1) Click on **Student Services**.
- 2) Click on **MyDegree**.

Audit View:

- 1) Lists your completed courses and degree requirements; and
- 2) Identifies your remaining requirements as “Still Needed”

Special Notes on MyDegree:

- **Certificates:** Audits for certificate programs are not available in MyDegree. Students should confer with their program advisor to ensure they are on track to complete the certificate requirements.
- **Special JD Programs:** MyDegree will only reflect the audit for JD degree requirements. Joint degree students and students in other Scholars Programs should consult with their academic advisors to ensure they are on track to complete their other program requirements.
- **Requirement Blocks:** MyDegree will only include as many courses/credits as needed to satisfy a credit requirement block. If you have taken or are enrolled in more courses than necessary to meet your credit requirements, those courses may not be reflected in the credit requirement block and will appear in the “Additional Items” section of the audits.
- **NR Grades:** To Prevent students from dropping a course in MyAccess, temporary NR grades are posted through the Add/Drop period for required courses, year-long courses and courses with special withdrawal policies or earlier drop deadlines (as noted in the Curriculum Guide). If you are enrolled in one of those courses, you will only see your registration status listed on the “Student Detail Schedule” view or on your unofficial transcript (not on the “Student Schedule” view). The NR grade will also cause a course drop out of the MyDegree degree audit program and appear as if not counting towards degree requirements. The NR grades will be removed later in the semester after the end of the Add/Drop period.
- The **What If** feature is currently unavailable for law degrees. Please discuss any requests to change your degree program with an academic advisor.
- **Year-Long Courses:** “IP” grades are posted in March for the Fall section of year-long courses in order to get the credits to calculate correctly when the final course grades are posted. The “IP” grade causes the Fall section to drop into the “Not Applied” section of the audits. The total credits for year-long courses will be calculated in the audits when final grades are posted at the end of the Spring semester.

As you make changes to your schedule during add/drop periods, please note that any changes you make to your schedule will not be reflected in MyDegree until the following business day.