

# Degree Audit

## DARS

An advisor's best friend



# About DARS

- Degree Audit Reporting System (DARS)
  - u.achieve by College Source
- “automated process for tracking a student’s academic progress toward completing an academic program”
- Encoded from Academic Calendar regulations by Registrar’s Office
- Real-time but Static – has to be re-run after changes to record
- Access through <http://dalongline.dal.ca>

## Web for Faculty, Advisors and Academic Administrators

### Class Management

Class schedules, class lists, registration permits and overrides, block registration.

### Student Information

Student phone numbers and e-mail addresses; student schedules and academic records for advisors.

### Grade Submission

Set up proxies for grading, enter final grades, import grades, approve grades.

### Degree Audit Reporting System (DARS)

Request and view Degree Audit Reports.

### Transfer Credit Equivalencies

View Dal equivalents for transfer classes

### View Academic Timetable

Class dates, times, locations, instructors

### View In-Progress Academic Timetable

Working timetable for future terms

RELEASE: 5.2.D2

## Degree Audit Reporting System

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**i** You must first submit an audit before it will become available to view. If you have previously submitted an audit and have not deleted it, it will be available for viewing for one week. Please see the following for additional help information:

- [DARS Overview](#)
- [List of Programs Currently Available in DARS and Error Codes](#)
- [Guide to Interpreting DARS Report \(Acrobat Reader required\)](#)

**Note:** Important: While every effort has been made to ensure the accuracy and completeness of DARS, DARS is an advisory tool only. Dalhousie's [Academic Calendar](#) is the official document describing degree and program requirements. Please contact [degreeaudit@dal.ca](mailto:degreeaudit@dal.ca) immediately if you notice any discrepancies.

Advisors or departments looking to get a batch of degree audits, instead of checking each student individually, please contact [degreeaudit@dal.ca](mailto:degreeaudit@dal.ca). **Advanced population selection capability now available.**

### Submit an Audit


Run an audit for a student.

### View an Audit

Select an audit from a list of audits that you have submitted.

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## Enter Student ID

 **TYPE OF AUDIT:**

**All Others** - Use this regular Degree Audit for students who will not be graduating at the upcoming convocation.

**Applied to Graduate** - Use for students who have applied to graduate. This type of audit excludes course registration in future terms, and checks the age of courses against the current graduation year. Select in Feb-May for May graduation, or June-Oct for October graduation.

Click "Change Audit Type" if changing Type of Audit, before submitting student number.

Then enter the ID of the student for which you wish to run an audit.

Select Type of Audit:

All Others  
Applied to Graduate

Change Audit Type


Student ID:

Submit ID

Reset

[View Audits](#)

## Submit Audit

 Students may change their major, add/remove co-op or switch between a 20- and 15-credit degree at [www.registrar.dal.ca/major](http://www.registrar.dal.ca/major), or go to the Registrar's Office or Sexton Student Service Centre.

**Minors**, if already declared, will not display in the description below but will be included in the degree audit.

Student:	Last, First Middle
	Include Planned Courses? <input type="checkbox"/>
Select Degree Program:	201110: BSC-20: BSc - Undeclared 20 Credit / 120 Hour ▾
	List All Requirements ▾ Run Audit

[View Audits](#)

RELEASE: 8.0 D IA

## Run DARS Audit

**The audit has been submitted.**

Please allow up to 10 seconds for the audit to finish then click view submitted audits below. Additional audits can be submitted while waiting.

[view submitted audits](#)

[Submit another DARS Report](#)

PLEASE: 8.0 D IA

## List of Available Audits

**i** Below is a list of available audits at this time. If you do not see the audit that you just submitted, please wait a few moments for it to finish and then click "Refresh the List". It may take up to 45 seconds after submission before an audit is viewable.

### Current Audits

**Audits will automatically be deleted after 7 days**

### Refresh the List

Date	Name	View Link	Delete
Sep 20, 2007 08:55am	LAST, FIRST MIDDLE	<a href="#">BSc - Undeclared 20 Credit / 120 Hour</a>	<a href="#">Delete</a>

These DARS reports have been prepared to assist in determining student progress towards meeting degree requirements. For Arts and Science programs, please report discrepancies to the Registrar's Office. For all other programs, please report discrepancies to your Program Coordinator.

[Request an Audit](#)



Allows you to navigate back to full degree audit when drilling down to Categories and Requirements views.

You are here > Audit

[Close Window](#)

PREPARED: 03/07/12 - 12:15  
Last, First Middle  
PROGRAM CODE: BSC-CHEM-15

Audit: sgastdn Cat Yr:201110  
Degree:BSC Campus: D

Calendar/Catalogue Year  
- Students follow the regulations from the Academic Calendar of the year they start their degree (not major/minor) E.g. this student started in Fall 2010 so is under the 2010/2011 regulations.

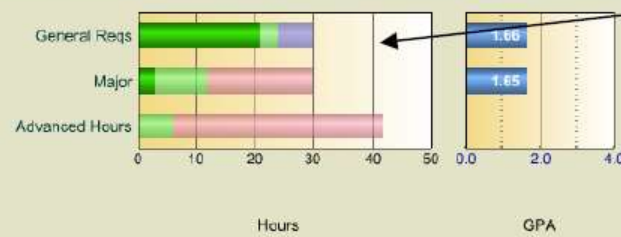
Cumulative GPA not calculated by DARS.  
See bottom for cumulative GPA summary from Academic Record.

### Audit

Total Credit Hours required for your program



### Categories



Main requirements broken into Categories. Click bar to focus on one category.  
- review entire audit for all requirements

### Course Cart

After adding planned courses, please re-run your degree audit to see how these apply to your requirements.

Adding to the course cart does not register you in the class. See Dal Online [Registration](#).

Course	Term	Credit	Grade
<input type="checkbox"/> POLI1100	2012/2013 Summer	6.0	PL
Total		6.0	

Add courses in the format DEPT9999  
Click course in cart to update individual terms.

Add and Delete planned classes in the Course Cart.  
- Click the "Include Planned Courses" box when re-submitting your Degree Audit to see how these apply in the requirements

Course to add:

Add to cart

To delete classes from Course Cart:  
1) Click check-box next to class  
2) Select Delete from this drop-down box  
3) Click Go button

Update year/terms of all courses

2012/2013 Summer

[Open All Sections](#) [Close All Sections](#)

[Printer Friendly](#)

AT LEAST ONE REQUIREMENT IS NOT SATISFIED see [www.dal.ca/advising](http://www.dal.ca/advising)

Overall Degree Audit Status

AT LEAST ONE REQUIREMENT IS NOT SATISFIED see [www.dal.ca/advising](http://www.dal.ca/advising)

In addition to meeting all the requirements for a degree/diploma, a student's GPA must meet the minimum requirement and they must be in good Academic Standing as stated under Academic Regulations in the [Academic Calendar](#). These are not calculated by the audit but by the student system and are reproduced at the end of this audit.

Email [DegreeAudit@Dal.ca](mailto:DegreeAudit@Dal.ca) if there are classes on the Academic Record not showing in the degree audit or not applying to the intended requirement (especially with double majors or minors).

## Header

You are here ▶ **Audit**

[Close Window](#) .

PREPARED: 03/07/12 - 12:15

B00999999

Last, First Middle

Cat Yr: 201110 Campus: D 201510

**PROGRAM CODE:** BSC-CHEM-15

App to Grad: Oct 2015

BSc - Chemistry (15 Credit)

### Other Graduation Statuses:

- NO Application to Graduate reviewed; not meeting requirements at the time
  - undergrad Arts & Science students email [graduation@dal.ca](mailto:graduation@dal.ca) if now ok
  - other students contact their school/department/faculty
- CN Application to Graduate cancelled by student
- LO Late-Owes \$50 fee
- LR Late-Ready for review

Students can also see status of Application to Graduate in Dal Online:  
Web for Students > Student Records > View Graduation Application



## Graphs

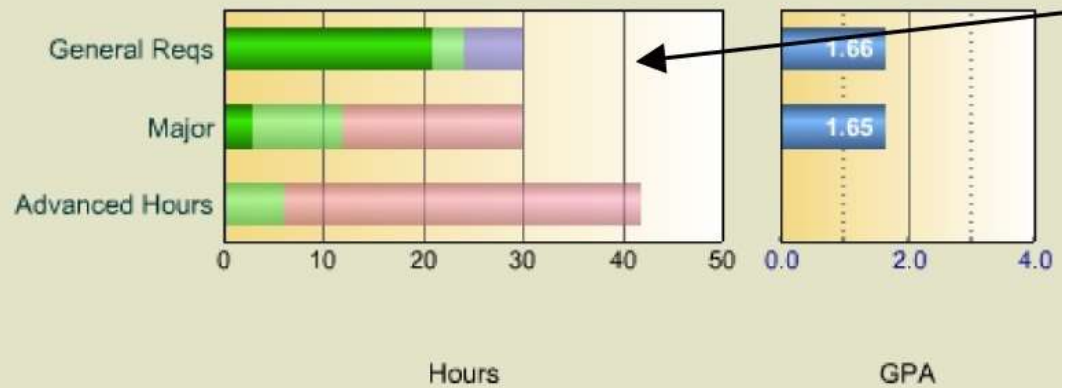
Cumulative GPA not calculated by DARS.  
See bottom for cumulative GPA summary  
from Academic Record.

### Audit

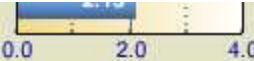


Not a percentage.  
Summary of total  
Earned Hours  
(last requirement)


### Categories



Click bars to see what sections  
are collected under each category,  
and to see breakdown of unofficial  
GPA calculated on right.

Advanced Hours  

Hours GPA

[Open All Sections](#) [Close All Sections](#)  [Printer Friendly](#)

**Minor(s)**

AT LEAST ONE REQUIREMENT IS NOT SATISFIED see [www.dal.ca/advising](http://www.dal.ca/advising)

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In addition to meeting all the requirements for a degree/diploma, a student's GPA must meet the minimum requirement and they must be in good Academic Standing as stated under Academic Regulations in the [Academic Calendar](#). These are not calculated by the audit but by the student system and are reproduced at the end of this audit.

Email [DegreeAudit@Dal.ca](mailto:DegreeAudit@Dal.ca) if there are classes on the Academic Record not showing in the degree audit or not applying to the intended requirement (especially with double majors or minors)



ALL REQUIREMENTS(Excluding GPA/Standing)SATISFIED-IP CLASSES USED  
 >> ALL REQUIREMENTS (Excluding GPA & Academic Standing) SATISFIED  
 ALL REQUIREMENTS WOULD BE SATISFIED - PLANNED COURSES USED.

**Course Cart** ▼▼ [Open All Sections](#) ▶

After adding planned courses, **please re-run your degree audit** to see how these apply to your requirements.

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Adding to the course cart **does not register you in the class**. See Dal Online [Registration](#).

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Course	Term	Credit	Grade
<input type="checkbox"/> <a href="#">POLI1100</a>	2012/2013 Summer	6.0	PL

AT LEAST ONE REQU  
AT LEAST ONE REQU

**Edit Your Course**

Course:

Term:

Credit:

Grade:

2012/2013 Summer

**Add and Delete planned classes in the Course Cart.**  
- Click the "Include Planned Courses" box when **re-submitting** your Degree Audit to see how these apply in the requirements

**Add**  
**Click**

**To delete classes from Course Cart:**  
1) Click check-box next to class  
2) Select Delete from this drop-down box  
3) Click Go button

In addition  
a student'  
be in good  
in the [Aca](#)  
These are  
and are re

Email [Degr](#)  
if there a  
the degree  
requiremen

Add courses with capital letters and no spaces.

Classes Applied to this Program (ordered chronologically)  
 (IP In-Progress classes will appear with all of a student's programs until assigned grades and rolled to the correct program in history.)

Planned course(s) from course cart being used in this section

Term in which class was taken

Course Number

Credit Hours (3 = half-year class)

Grade

Repeated class that is losing credit

Current and future Registration – not yet graded (RG), IP for In-Progress i.e. not yet completed

Repeated class that is counting credit

Planned class from course cart

PL*	36.0 HOURS ADDED		11 COURSES TAKEN		Credit Hours (3 = half-year class)	Grade
	Fa10 BIOL1010	3.00 C-	Fa10 CHEM1011	3.00 B-		
	Fa10 MATH1000	0.00 C+ >D	Fa10 POLI1100X	0.00 W		
	Fa10 THEA1300X	3.00 D	Wn11 BIOL1011	0.00 F >D		
	Wn11 CHEM1012	3.00 B+	Wn11 POLI1100Y	0.00 W		
	Wn11 STAT1060	3.00 D	Wn11 THEA1300Y	3.00 D		
	Fa11 CHEM2301	3.00 RG IP	Fa11 CHEM2401	3.00 RG IP		
	Fa11 MATH1000	3.00 RG RP	Wn12 BIOL1011	3.00 RG RP		
	Su13 POLI1100	6.00 PL CC				

First Year  
 The first 30 credit hours completed make up the first year

Fa10 BIOL1010	3.00 C-	Fa10 CHEM1011	3.00 B-
Fa10 MATH1000	0.00 C+ >D	Fa10 POLI1100X	0.00 W
Fa10 THEA1300X	3.00 D	Wn11 BIOL1011	0.00 F >D
Wn11 CHEM1012	3.00 B+	Wn11 POLI1100Y	0.00 W
Wn11 STAT1060	3.00 D	Wn11 THEA1300Y	3.00 D
Fa11 CHEM2301	3.00 RG IP	Fa11 CHEM2401	3.00 RG IP
Fa11 MATH1000	3.00 RG RP	Wn12 BIOL1011	3.00 RG RP

Requirement and sub-requirement would be met with Planned classes from course cart - you must register for classes through Dal Online Registration

Subject Groupings  
 6 hours of Life/Physical Science  
 6 hours of Social Science  
 6 hours of Language/Humanities

PL

Fa10 CHEM1011	3.00 B-	Wn11 CHEM1012	3.00 B+
Su13 POLI1100	6.00 PL CC	Fa10 POLI1100X	0.00 W
Wn11 POLI1100Y	0.00 W		
Fa10 THEA1300X	3.00 D	Wn11 THEA1300Y	3.00 D

Requirement has been completed

Writing Requirement  
 A writing class of 6 credit hours is required.

Fa10 THEA1300X	3.00 D	Wn11 THEA1300Y	3.00 D
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Requirement and sub-requirement will be met upon successful completion of currently registered classes

Mathematics Requirement  
 6 credit hours MATH/STAT is required for a BSc.

IP

Wn11 STAT1060	3.00 D	Fa11 MATH1000	3.00 RG RP
Fa10 MATH1000	0.00 C+ >D		

Requirement is incomplete

**X Chemistry Classes**  
A minimum of 24 and a maximum of 48 credit hours in the major subject beyond the 1000 level is required. Grade

Requirement Description

Hours counting toward this requirement

EARNED: 6.0 HOURS

Hours needed to complete this requirement

--> NEEDS: 18.0 HOURS

Sub-requirement is incomplete

- 1) 12 credit hours at or above the 3000 level.  
NEEDS: 12.0 HOURS

Sub-requirement Description

Hours needed to complete this sub-requirement

- 2) Required CHEM2101, 2201, 2301 or 2304, 2401.

Fa11 CHEM2301 3.00 RG IP Fa11 CHEM2401 3.00 RG IP

NEEDS: 6.0 HOURS

Register for these classes to complete the sub-requirement

SELECT FROM: [CHEM2101,2201](#)


Click course number to see course description

https://darwiniapro.dal.ca/coursepreview?department=chem&number=2101 &job\_id=201502250125739...

**Would you like to add the following course to your Course Cart?**

CHEM2101

Links on this page may not be active in Firefox or Google Chrome. Please view your audit in Internet Explorer for the best viewing experience.



**CHEM 2101.03: Introductory Inorganic Chemistry**

The fundamentals of inorganic chemistry are covered. Specific topics include ionic bonding and the nature of solids, the structure of atoms and simple bonding theory, coordination chemistry of the transition metals, and selected topics in main group chemistry. The preparation, analysis and observation of inorganic compounds are the laboratory assignments.

**FORMAT:** Lecture 3 hours, lab 4 hours every second week  
**PREREQUISITES:** CHEM 1011.03/1012.03 or equivalent

Chemistry Department Page  
Dalhousie Academic Calendar Home  
Registrar's Office Home  
Dalhousie University's Home

[View Disclaimer](#) - Please report problems to the webmaster.

Fa10 BIOL1010 3.00 C- Wn11 BIOL1011 0.00 F >D  
Wn12 BIOL1011 3.00 RG RP

Total Credit Hours required for your program

✗ **Earned Credit Hours (ordered alphabetically)**  
A total of 90 earned credit hours is required for a degree.

PL-

>With all other requirements satisfied, remaining hours can be be electives at the 1000-level or above.

36.0 HOURS ADDED

Fa10 BIOL1010	3.00	C-	Wn12 BIOL1011	3.00	RG	RP
Fa10 CHEM1011	3.00	B-	Wn11 CHEM1012	3.00	B+	
Fa11 CHEM2301	3.00	RG	IP Fa11 CHEM2401	3.00	RG	IP
Fa11 MATH1000	3.00	RG	RP Su13 POLI1100	6.00	PL	CC
Fa10 POLI1100X	0.00	W	Wn11 POLI1100Y	0.00	W	
Wn11 STAT1060	3.00	D	Fa10 THEA1300X	3.00	D	
Wn11 THEA1300Y	3.00	D				

NEEDS: 54.0 HOURS

Classes that have credit removed because of an exclusion or duplicate will show up below.

Check the course description(s) for more details.

Fa10 MATH1000	0.00	C+	>D Wn11 BIOL1011	0.00	F	>D
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Note: One credit equals 6 hours and a half-credit equals 3 hours.

ATTENTION

Please be aware that this audit will include future (May-Apr.) class registration. Although your audit may show as Satisfied, these classes will NOT count toward Oct. 2011 graduation requirements. Apply to Graduate in October through [Dal Online](#). Due July 4.

Legend

- + Sub-requirement complete
- Sub-requirement not complete
- R Mandatory Sub-requirement
- OR Option to complete this Requirement/Sub-requirement instead of the one above it
- NA This option is no longer applicable as the other OR'd Requirement/Sub-requirement is met
- \* Not required – most often just listing information
- IP In-Progress
- RG Currently Registered
- PL Grade for planned class from course cart and indicates when planned classes are being used in the requirement
- CC Planned class from course cart

=====

THE FOLLOWING REPRESENTS WHAT IS ON YOUR ACADEMIC RECORD AND MAY NOT REFLECT HOURS APPLICABLE TOWARD YOUR DEGREE PROGRAM.

SEE EARNED CREDIT HOURS ABOVE

	CREDIT HOUR SUMMARY TO DATE					
	ATTEMPTED	PASSED	EARNED	GPA	QUALITY	LEVEL
	HOURS	HOURS	HOURS	HOURS	POINTS	GPA
UG	24.00	21.00	21.00	24.00	39.00	1.62

← Current Cumulative GPA from your Academic Record

Most recent Academic Standing from your Academic Record (aka transcript)

→ Last Academic Standing: 201120 Acad Dis-Perm to Reg on Prob'n



# Waivers of degree requirements

- Submitted to Registrar's Office by Head/Chair/UG Advisor of Dept or Asst Dean of Faculty
- Appears at very bottom of audit
- Does not affect registration prereq's, etc.

## Examples:

- Extension of Studies (6- or 10-year waiver)
- Substituting one class for another
- Course approved to count toward major

# Waivers

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=====
THE FOLLOWING REPRESENTS WHAT IS ON YOUR ACADEMIC RECORD AND
MAY NOT REFLECT HOURS APPLICABLE TOWARD YOUR DEGREE PROGRAM.
SEE EARNED CREDIT HOURS ABOVE

                                CREDIT HOUR SUMMARY TO DATE
      ATTEMPTED PASSED      EARNED      GPA      QUALITY  LEVEL
      HOURS      HOURS      HOURS      HOURS      POINTS  GPA
UG          99.00      96.00      117.00      93.00      243.90  2.62
=====
DEPARTMENTAL EXCEPTIONS & WAIVERS

DATE          AUTHORIZATION          CTLCODE
26-SEPT-07    C. HUNTER                      RE
      Pseudo Name: COMCORE1
      Note/Cline :COMM3402 IN LIEU COMM1000
      Course :COMM1000
      Rcourse:COMM3402
=====
Last Academic Standing:  200730   In Good Standing
=====
***** END OF ANALYSIS *****

Skip to top of page
Release: 6.0/3.0D
powered by
SUNGARD SCT HIGHER EDUCATION
```

# DARS does not affect registration

- If the student is receiving a pre-requisite error it would not be the result of classes missing on the audit. In most cases, either the student doesn't have one of the pre-requisite classes, hasn't met the minimum grade, there is an issue with the transfer credits, or there's an issue with the pre-requisite set up in Banner.
- Approve a waiver via form/email, and add an override in Dal Online

# Which set of requirements?

- Follow regulations in calendar from first year of degree.  
Link to academic calendar near top of degree audit.
- Listed in Degree Audit header: “Cat Yr” in the top right corner is the catalog (or calendar) year. The term codes follow the format:
  - 201210 – 2011/2012 Fall – Fall 2011 - Fa11
  - 201220 – 2011/2012 Winter – Winter 2012 - Wn12
  - 201230 – 2011/2012 Summer – Summer 2012 - Su12
- Newer major/minor requirements easier to complete?  
Contact [degreeaudit@dal.ca](mailto:degreeaudit@dal.ca) to make the switch on the Degree Audit

# Courses Missing?

- Courses cannot double count for more than one major/minor. Contact [degreeaudit@dal.ca](mailto:degreeaudit@dal.ca) to have a course moved down to a different major/minor.
- Change of Faculty (e.g. BSc to BSCN)? New transfer credits or Letter of Permission courses?  
These are applied to the degrees manually by the Registrar's Office so may not appear on the degree audit right away. Contact [degreeaudit@dal.ca](mailto:degreeaudit@dal.ca) to have the courses applied to the degree.
- Zero credit hours when should have some?  
Check the exclusions in the course description.

# Disclaimer

- The DARS audit is an advising tool only. It is not an official document and the Registrar's Office would not send this along with the student's transcript when they applying to a new program or university.
- The academic calendar is the official list of requirements
- Manual checks:
  - Cumulative GPA
  - More/equal 2000+ credit hours in first major/combined honours subject
  - Half of each major in a double major/combined honours program must be Dal courses
  - 30 credit hours exception for language exchanges

# What-If Audits

- Project approved (17 years ago), currently “in progress”, now scheduled to be finished summer 2018 (not holding my breath)
- Run degree audit for any program (different degree/major/minor/etc)
- New interface, same degree audit
- 😊

# Contacts

- **DegreeAudit@dal.ca**
- **Erin Naugle**  
Assistant Registrar, Registration & Degree Audit  
902-494-8398 Erin.Naugle@dal.ca
- Alternates:  
**Nicole Douglas**  
Assistant Registrar, Records & Academic Support  
902-494-2045 Nicole.Douglas@dal.ca  
**Amarea Greenlaw**  
Assistant Registrar, Registration and Timetable  
902-494-2849 Amarea.Greenlaw@dal.ca